

AMBASSADOR JOB DESCRIPTION

JOB DESCRIPTION: The Residential Life Ambassador serves as the student representation of the Residential Life Department by helping to coordinate campus events and articulating the mission and strengths of the department. An Ambassador strives to represent the department with the utmost enthusiasm and professionalism while recruiting and interacting with prospective students and their families, current students, and staff members. Ambassadors are selected on the basis of displaying professionalism, interest in and sensitivity to people, quick problem solving skills, their success in the academic setting, and their ability to handle autonomy. Candidates must have lived on-campus for at least two semesters (including the current semester), and should possess excellent public speaking and interpersonal skills. The Ambassador position is a 9-month position with opportunities for 12-month employment.

The main responsibility of the Ambassador is to provide leadership and representation for the department. The Ambassador should be available for all of the recruiting events held on campus, regularly scheduled and impromptu tours, and special events held by the Department. The Ambassador shall also help to serve as a role-model for those living in Residential Life and facilitate a positive living and academic environment by doing the following:

- Building relationships within Residential Life
- Remaining up-to-date on current Residential Life policies and information
- Role modeling a positive and professional attitude and behaviors
- Promoting Residential Life at all events for prospective and current students
- Promoting student involvement in University and Residential Life committees, activities and events
- Providing opportunities for residents to look at the world from different perspectives
- Serving as a campus and community resource
- Supporting the academic and personal missions of the affinity housing

The Residential Life Ambassadors are also responsible for the following administrative tasks:

- Daily and impromptu tours
- Weekly office hours in Residential Life offices to fulfill their remaining hours
- Representing the Department at recruiting events held on campus
- Providing weekend tours and assistance at weekend recruiting events
- Keeping their rooms clean, appropriate and ready to show at any time
- Reporting maintenance and facility concerns
- Training before regular move-in
- Other duties as assigned by the Residence Director

Once hired, Residential Life Ambassadors must be full-time students with a semester and cumulative GPA of 2.5 or higher. Residential Life Ambassadors are also required to live in the community for which he/she is assigned.

Remuneration: Full room in the assigned hall, an Ambassador uniform, and meal plan of \$1,150.00 per semester for suites and apartments or \$1,550.00 per semester for community living environments.

*** Room and board plan can affect the amount of federal financial aid provided. If you are a recipient of aid, please work with the Financial Aid office to see how this may affect your aid. ***