New Mexico State University
College of Health and Social Services
Student Ambassador
Application Packet

This packet includes the following:

*Student Ambassador Position Description*

*Student Ambassador Application*

Please Return Completed Application to:

Patrick Mendoza

Health and Social Services Building Room 310

Or

Emailed to pmendoza@nmsu.edu

By May 3, 2019

Please let me know if you have any questions?

pmendoza@nmsu.edu

575-646-5549

College of Health and Social Services Ambassador Application Packet
The CHSS Student Ambassadors help out with a variety of on and off campus events. They are also responsible for thanking those who generously donate scholarship funds to our College. We are looking for outgoing, friendly students with a genuine care for our college and NMSU. All Applications must be turned in by September 3, 2018. In person (room 310) or by email to pmendoza@nmsu.edu

**Question: Why Should I apply to be a College of Health and Social Services Student Ambassador?**

*Answer: CHSS Student Ambassadors are an elite group of students. They are considered the face, hands and feet of our college. You will further develop as a leader, mentor, philanthropist, and public servant as you engage in the life of our College, campus, city, and state.*

**Question: What will I gain from being a CHSS Student Ambassador?**

*Answer: Student Ambassadors will grow personally and professionally. You will develop skills in hospitality, team building, problem solving, public speaking and networking.*

**Question: What will CHSS Student Ambassador Membership look like?**

*Answer: Excitement, opportunity, teamwork, and reward. Responsibilities of our Student Ambassadors include but are not limited to the following: attending fall and spring retreats, weekly meetings, attending and hosting CHSS events and Advisory Board meetings, giving campus tours, community service projects, recruitment of new ambassadors, and “new student” mentorship.*
CHSS Student Ambassador Position Description

Qualifications:

- Have and maintain a 2.5 semester and cumulative grade point average from NMSU as an undergraduate student; 3.0 as a graduate student. If the minimum grade point average is not maintained, you will be denied benefits as a College of Health and Social Services Student Ambassador.
- Display leadership and an outgoing, friendly personality.
- Be in good standing with the University and free of any disciplinary actions.
- Be able to communicate effectively both orally and in writing with a diverse group of people and personalities.
- Be able to visually explore the campus with visitors and help with the recruitment of undergraduates.
- Be available on all tentative dates throughout the school year. Be available September 28 and November 16.

Terms and Conditions of the position:

- **Length of Term**
  - At least one full semester (**Spring or Fall**). You can do as many semesters as you want. However, Student Ambassador’s will serve at the discretion of the Student Ambassador Advisor and Dean’s office.
  - New College of Health and Social Services Student Ambassadors will begin their duties at the beginning of the respective semester.
  - Enrolling in CHSS 295 will earn you 1 credit towards your degree, if you are CHSS Student Ambassador.
- Required event attendance as scheduled (including, but not limited to):
  - On-Campus events such as Aggie Welcome Week, CHSS events, Advisory Board meetings, and meetings that will be on Friday’s from 4 pm- 5 pm. Time and date can change if Friday’s don’t work for all ambassadors.
  - Community service projects
- Training may include the following
  - Team building
  - NMSU campus tour
  - College of Health and Social Services history, traditions and mission.
Benefit

- Your resume will be enhanced as a direct result of involvement in leadership and community service activities. This reflects positively on future applications for employment and will transfer to graduate school institutions.
- Letters of recommendation will be made available, upon request, to student ambassadors, in appreciation for their service to the campus and the college.
- Leadership opportunities available to student ambassadors provide additional experience in community service, politics, social and cultural experiences, and develop relationships with administrators on all levels.
- Training and actual experience provides opportunities to develop communication, interpersonal, organizational, public speaking, and problem-solving skills.
  - Community service experience develops a sense of belonging and contributing to the community, as well as provided opportunities for personal/professional satisfaction in the knowledge that efforts have improved the lives of others.
  - Recognition, awards, and scholarship opportunities may be available to eligible student ambassadors, based on outstanding academic achievement, leadership accomplishments, and community service efforts.

- Attire/Personal Presentation
  - Every Ambassador is a representative of the University and is expected to present a positive image reflected in attitude, speech, and dress.

- Conduct
  - Ambassadors are representatives of New Mexico State University and are expected to present exemplary behavior during all working hours. This includes, but is not limited to: timelessness, positive attitude, and professionalism.
  - Any violation of the NMSU Student Code of Conduct may result in expulsion from the ambassador organization.

- Responsibilities
  - Tour duties-Conduct organized friendly tours of the University for Parents, prospective students and other visitors.

- Recruitment Duties
  - Serve as positive role models for prospective students and be accessible to answer questions to make them feel comfortable and welcome.
  - Understand and use NMSU marketing messages when talking with prospective students.
  - Interact with faculty and staff involved in the recruitment of students.
  - May involve on-or-off-campus recruiting (transportation may/may not be provided), one-on-one or electronic (telephone, computer, etc.) contact with prospective students.

- Ambassador duties-Maintain regular communication with the ambassador supervisor to discuss situations that warrant his attention or action.
Student Ambassador Application

Please type or print neatly

Personal Information

Name: ___________________________ Date: ___________________________

Address: _______________________________________________________

City: ___________________________ State: _________ Zip: _________________

Home Phone: _______________ Cell Phone: ________________________

Banner ID #: ______________________ Email Address: ______________________

Major: ___________________________

Will you commit to a full semester as a College of Health and Social Services Student Ambassador? (Circle one) Yes / No

If selected, do you grant permission to post your biographical information and photo on the NMSU College of Health and Social Services website? (Circle one) Yes / No

Do you speak languages other than English? If yes, which: ___________________________

Education Record

How many semesters have you completed at NMSU? ___________________________

How many semesters remaining at NMSU? _____ Expected graduation date? _______

Please list your available times to work/volunteer as a student ambassador:

Mondays: ___________________________________________________________

Tuesdays: __________________________________________________________

Wednesdays: _______________________________________________________

Thursdays: _________________________________________________________

Fridays: __________________________________________________________

Saturdays: _________________________________________________________
Second page of application

1. What strengths, attributes/talents do you possess that would contribute to your effectiveness as a Student Ambassador?

__________________________________________________________________________

__________________________________________________________________________

2. Please list previous and current leadership and community service involvement:

__________________________________________________________________________

__________________________________________________________________________

3. Why do you want to be a Student Ambassador? What do you hope to gain?

__________________________________________________________________________

__________________________________________________________________________

4. Please include any additional information which you believe is relevant and would assist the committee in the selection process:

__________________________________________________________________________

__________________________________________________________________________

Consent for Verification of Student Records:

I hereby certify that all statements made on this application are true and correct to the best of my knowledge and authorize investigation of all statements herein recorded. I release from all liability persons and organizations reporting information required by this application. I grant permission to an authorized representative of New Mexico State University to verify my student records as well as any self-representation (e.g. Facebook, Twitter, Instagram) I may have on the Internet for purposes of this application and organization.

Signature: ___________________________ Date: ______________________

DO NOT WRITE BELOW THIS LINE

Interviewed on: _____/_____/____ By: ____________________________

Hired: Yes ____ No ____

Comments: ____________________________

New Mexico State University is committed to providing equal education and employment opportunities to all persons regardless of, but not limited to, race, color, religion, national origin, gender, marital or parental status, disability, age, sexual orientation or veteran status.