APPLICATION PRESIDENTIAL AMBASSADORSHIP IN HIGHER EDUCATION 2018-2019

The Presidential Ambassadorship in Higher Education is designed to give students from diverse fields and backgrounds the opportunity to collaborate with the University administration on the President’s student initiatives. The ambassadorship will also provide opportunities to learn about leadership and issues in higher education. In turn, the University administration benefits by seeing and experiencing the student perspective.

The Presidential Ambassadorship in Higher Education program is looking for a small, diverse, group of individuals who will represent the University of Utah and the Office of the President well. Ambassadors will work on campus projects that are aligned with the goals the President has outlined for the University. Additionally, Presidential Ambassadors have the opportunity of assisting the President and members of his staff at various campus events. Ambassadors will also be involved in planning and attending several seminars designed to examine higher education issues and leadership through readings, discussion, and meetings with University and community leaders.

To qualify for this ambassadorship, a student must:
1. Exhibit an interest in higher education, the University of Utah and its larger community
2. Be committed to University-related, service-oriented work
3. Have academic standing as a sophomore, junior, or senior by the end of Spring Semester 2017
4. Have completed at least one academic year as a University of Utah student
5. Have a minimum 3.25 cumulative University of Utah GPA by the end of Fall Semester 2017
6. Make an academic-year-long commitment: August 2018 to May 2019
7. Commit to working a maximum of 10 hours per week
8. Commit to attend a weekly meeting on Wednesdays from 2-5 pm.
   - One hour will be a regular meeting, another will be a project team meeting, and then once per month there will be a one-hour seminar with University and community leaders that extends the meeting to the full three hours.

Major Components of Ambassadorship Program

**Orientation** (mandatory to accepting a position as a presidential ambassador)
Scheduled on Friday, August 17th, 2018 from 9 a.m. to 5 p.m.

**Weekly Meeting** (commitment to attend is mandatory to accepting a position as a presidential ambassador) every Wednesday between 2:00 p.m. and 5:00 p.m.

**Project Work** Ambassadors will work on campus projects that are aligned with the goals the President has outlined for the University

**Academic-Year-Long Seminar on Higher Education and Leadership** (One-hour sessions on a Wednesday between 2 p.m. and 5 p.m.)
1. Ambassadors will hear from seminars speakers that focus on higher education relationships, leadership, issues and organization internal to the UU, issues and organization external to the UU – mainly state issues and national trends.
2. The responsibility for organizing program rests with the lead ambassadors. They will work closely with the Ambassadorship supervisor to plan for the seminars including setting each semester long agenda and selecting speakers.
3. As part of the seminar program, the President of the University of Utah will meet once per semester with ambassadors.

Hosting/Working Presidential Events
1. Ambassadors will assist the presidency and their assistants at events hosted by the President in their home and elsewhere on campus (taking coats, assisting guests with special needs, etc.)
2. Attending as guests as selected receptions and events
3. Co-hosting guests in the President’s Suite in Rice-Eccles Stadium for football games

2018-2019 Presidential Ambassadorship in Higher Education Application

Name (first/last):

Phone number:

uID:

Email address:

Birth date:

High School attended/graduation date:

Institutions attended/date:

Anticipated graduation date:

Major:

Cumulative GPA:

How did you learn about the Presidential Ambassadorship in Higher Education?

Are you available for the entire 2018-2019 academic year (August to May)? If not, please be specific as to when you will be available.

Ambassadors are expected to commit to 10 hours per week. Is this amount of time possible for you?

Are you available to help with special events in the evening? Weekends?

What is your attitude about providing service at University functions, i.e., taking coats, parking cars, salting sidewalks?
What unique qualities and/or perspectives can you bring to the ambassador cohort?

Are you multilingual? If so, please list which languages and at what level are you able to communicate?

What campus activities (both academic and co-curricular) and responsibilities have you held at the University of Utah or any other institution of higher education you have attended?

If selected, what do you hope to gain from the experience?

A weekly Ambassador meeting and the Seminars on Higher Education and Leadership with University and community leaders will be held on Wednesdays between 2 p.m. and 5 p.m. through the academic year. You will need enough flexibility in your personal and class schedule to be able to attend these meetings. Will you be willing/able to adjust your weekly calendar in order to attend these specified commitments?
PLEASE SEE THE FOLLOWING ADDITIONAL REQUIREMENTS THAT MUST BE SUBMITTED ALONG WITH YOUR APPLICATIONS:

1. A current resume (no more than 2 pages) detailing:
   a. Work experience
   b. Honors and awards you have received while attending The University of Utah, other institutions of higher education, or high school.
   c. Community activities and responsibilities held in relation to those activities.

2. A short essay, not to exceed 300 words, on one of the following three topics:
   a. How do you imagine your unique college experiences will prepare you for a career and community involvement?
   b. What experiences and/or individual has had the greatest impact on your life, and why, since coming to The University of Utah?
   c. What is the importance of service to others and how might that relate to a position as a Presidential Ambassador at The University of Utah?

3. Two (no more) letters of recommendation from people (see below) who know you well and can comment on your ability, dependability, and commitment to fulfilling tasks and responsibilities. Please choose someone who can explain to us why you would be a good choice for this particular position. A Recommendation Form (two are attached to the application) must accompany each letter:
   a. One from a member of the University of Utah’s teaching faculty who is familiar with your qualifications. Be sure to choose a full-time faculty member and avoid choosing adjuncts, teaching assistants, or graduate students.
   b. One from another person familiar with your activities and capabilities (supervisor of community service project, student club advisor, employer, etc.)
   Letters from friends, family or fellow students WILL NOT be considered.

Applications must be hand delivered to the Office of the President, Room 202 of the Park Building no later than 5 p.m. on Friday, February 9, 2018. Finalists will be contacted to set up an interview no later than Friday, February 23, 2018; final decisions will be made no later than the second week of March 2018.

Please email any questions to presidential-ambassadors@utah.edu
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This form should accompany the recommendation letter.

Applicant name:

I waive ☐ I do not waive ☐ my right to have access to the completed recommendation form.

________________________________________
Applicant Signature

Date

To the Evaluator: Please provide a statement of recommendation in which you share with us your assessment of how this applicant might function in the roles outlined about an how you perceive the applicant will contribute to and/or benefit from participation in this ambassadorship. Please include your view of the applicant’s specific strengths as well as your assessment of his/her personal initiative, attitude, judgment, independent thinking, commitment, responsibility, communication skills, and ability to work as part of a team.

________________________________________
Evaluator Name

Position/Title

________________________________________
Evaluator Signature

Date

In order for this student’s application to be considered, this recommendation form and accompanying letter of recommendation must be mailed, emailed, or faxed to the following address or fax number no later than 5:00 p.m. on Friday February 9, 2018.

Office of the President, 201 Presidents Circle, Room 202 Salt Lake City, UT 84112

Phone: (801) 581-3088  Fax: 581-6892  Email Address: brynn.fronk@utah.edu
RECOMMENDATION FORM

2018-2019 PRESIDENTIAL AMBASSADORSHIP IN HIGHER EDUCATION

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Evaluator Name  Position>Title

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