

# **APPLICATION PRESIDENTIAL AMBASSADORSHIP IN HIGHER EDUCATION 2017-2018**

The Presidential Ambassadorship in Higher Education is designed to give undergraduate students from diverse fields and backgrounds the opportunity to collaborate with the University administration on President Pershing'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 President Pershing 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 President Pershing 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 experience working as a member of a group in order to meet specified goals
4. Have academic standing as a sophomore, junior, or senior by the end of Spring Semester 2017
5. Have completed at least one academic year as a University of Utah student
6. Have a minimum 3.25 cumulative University of Utah GPA by the end of Fall Semester 2016
7. Make an academic-year-long commitment: August 2017 to May 2018
8. Commit to working a maximum of 10 hours per week
9. 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.

**Applications must be hand delivered to the Office of the President, Room 202 of the Park Building or emailed to [brynn.fronk@utah.edu](mailto:brynn.fronk@utah.edu) no later than 5 p.m. on Friday, March 3, 2017. Finalists will be contacted to set up an interview no later than Friday, March 17, 2017; final decisions will be made no later than Friday, April 7, 2017.**

Presidential Ambassadorship in Higher Education  
**MAJOR COMPONENTS OF AMBASSADORSHIP PROGRAM**

- **Orientation** (mandatory to accepting a position as a presidential ambassador)  
Scheduled on Friday, August 18<sup>th</sup>, 2017 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 be attending three seminars per semester. The seminars will 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 Sandi Pershing, the First Lady, to plan the seminar including setting each semester long agenda and selecting speakers.
  3. As part of the seminar program, President Pershing will meet once per semester with ambassadors.
- **Hosting/Working Presidential Events**
  1. Ambassadors will assist the Assistant to the First Lady at events hosted by the President at his 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

**APPLICATION**  
**2017-2018 Presidential Ambassadorship in Higher Education**

*Note: The application must be keystroked. Please complete all available fields and print a copy to submit. This application will take approximately 30 minutes to complete.*

Full Name

High School Attended/Graduation Date

Address

Institutions Attended/Date

Phone Number

Anticipated Graduation Date

Student uNID

Major

E-mail Address

Cumulative GPA (including Fall Semester 2016)

Birth Date and Place of Origin

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

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

What unique qualities and/or perspectives can you bring to the ambassador cohort?

What is your attitude about providing service at University functions, i.e., taking coats, parking cars, salting sidewalks?

Are you comfortable around dogs? If not, please clarify.

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

This program requires the possibility of driving University vehicles. Do you have a valid driver's license? If so, please list your driver's license number and the state in which it was issued.

Have you ever had any traffic violations? If so, please list the offense(s). Your driving record is subject to verification.

Are you available for the entire 2017-2018 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?

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 make sure *all* pieces of your application are turned in no later than 5 p.m. on March 3, 2017. PLEASE SEE THE FOLLOWING ADDITIONAL REQUIREMENTS THAT MUST BE SUBMITTED WITH YOUR APPLICATIONS:**

1. **A current resume** (no more than 2 pages) detailing:
  - a. Work experience
  - b. Campus activities (both academic and co-curricular) and responsibilities held at the University of Utah or any other institution of higher education you have attended.
  - c. Community activities and responsibilities held in relation to those activities.
  - d. Honors and awards you have received while attending The University of Utah, other institutions of higher education, or high school.

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.**

**Please return your completed application in person no later than  
5 p.m. on Friday March, 3, 2017 to the  
Office of the President  
Park Building, Room 202  
Or by email to [brynn.fronk@utah.edu](mailto:brynn.fronk@utah.edu)  
Phone (801) 581-3088  
Fax: (801) 581-6892**

**\*NO LATE APPLICATIONS OR LETTERS OF RECOMMENDATION WILL BE ACCEPTED\***

**RECOMMENDATION FORM**  
**2017-2018 PRESIDENTIAL AMBASSADORSHIP IN HIGHER EDUCATION**

The Presidential Ambassadorship in Higher Education is designed to give undergraduate students from diverse fields and backgrounds the opportunity to collaborate with the University administration on President Pershing'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 President Pershing 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 President Pershing 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.

**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 and any attachments.

---

**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 for the ambassadorship, this recommendation form and accompanying letter of recommendation must be mailed, emailed, or faxed to the following address or fax number in time to be received no later than 5:00 p.m. on Friday March 3<sup>rd</sup>, 2017**

**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**  
**2017-2018 PRESIDENTIAL AMBASSADORSHIP IN HIGHER EDUCATION**

The Presidential Ambassadorship in Higher Education is designed to give undergraduate students from diverse fields and backgrounds the opportunity to collaborate with the University administration on President Pershing'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 President Pershing 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 President Pershing 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.

**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 and any attachments.

---

**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 for the ambassadorship, this recommendation form and accompanying letter of recommendation must be mailed, emailed, or faxed to the following address or fax number in time to be received no later than 5:00 p.m. on Friday March 3<sup>rd</sup>, 2017**

**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**