



## Los Medanos College Student Ambassador Program Information & Application

### **Student Ambassadors**

Becoming a Student Ambassador is a great opportunity to serve as a student leader at the college. It is preferred that students interested in becoming Student Ambassadors have been at LMC for more than a semester and have a good understanding of various programs and services available to students. Student Ambassadors will be required to work a year-long schedule and will receive a stipend each semester for their involvement. The required includes activities and trainings/meetings.

### **Qualifications:**

- 2.75 LMC Cumulative GPA
- Enrolled in at least 6 units
- Completed a minimum of 6 units as an LMC student

### **Benefits:**

Leadership skill-building; gain experience in problem solving, presentations, and communication; meet new people; attend exciting campus events; develop connections with college administrators, faculty, staff and students. Looks good on transfer applications and resumes!

### **Financial Incentive:**

Student Ambassadors will receive a stipend of \$625 at the end of each semester for completing a minimum of 12 hours of Ambassador activities (not including trainings) each month.

### **Application Process**

Because Student Ambassadors represent the college and require a high level of responsibility, all students interested in being a part of the Student Ambassador Program must submit a full application including:

- Application Form
- Typed Responses to Application Questions
- Resume
- Unofficial Transcript
- Time Management Sheet
- Reference Sheet/Letter

**Please note that the summer may involve planning and orientations, so all applicants must be committed to working the entire year including the summer.**

After your application has been received, finalist candidates will be called in for interviews and Student Ambassadors will be selected. The number of students hired will depend upon the available funding for the year.

Thank you for taking an interest in the Student Ambassador Program! We look forward to an exciting year

### **To in your application to (or get more information from):**

Coordinator: Demetria Lawrence  
Room: 800A – Student Life Office (Next to the Cafeteria)  
dlawrence@losmedanos.edu  
(925) 439-2181, x. 3266

## **Student Ambassador Responsibilities For Year: 2010-2011**

Student Ambassadors will be expected to participate in high school outreach programs; serve as campus tour leaders; assist with the planning and implementation of campus programs, information sessions, and other campus events.

### **Mandatory Trainings (All Ambassadors)**

All Ambassadors are expected to attend all of the following trainings:

- Monthly Trainings
- Full-Day Training Retreat (August)
- LMC Student Leadership Retreat (October)
- UCB Student Leadership Symposium (February)

### **Outreach Responsibilities (All Ambassadors)**

All Ambassadors will participate in the following Outreach activities:

- Assisting with High School Presentations
- Staffing High School Information Tables
- Assisting with and lead aspects of New Student Orientations
- Staffing Information Tables during Semester Start-up
- Assisting with College Events including:
  - Transfer Day / College Night
  - Job Fair
- Participating in Student Development Outreach Days at Brentwood Center
- Creating a *myLMC* video for the college website
- Other duties as assigned

### **Campus Program Responsibilities:**

Each Ambassador will be assigned to work with a small group on one of the following campus programs.

Ambassadors will be responsible for scheduling, planning, logistics, advertising, and staffing of these programs:

- Social Justice Film Series
- Blood Drives & Bone Marrow Drives
- LMC Bay Adventures Trips
- Campus Tours Program

## LMC Student Ambassador Application For Year: 2010-2011

Make sure to review the Student Ambassador Program Information to get a general overview of the positions, requirements, benefits, and application procedure.

*(Please print clearly!)*

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NAME

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STUDENT ID#

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ADDRESS (STREET, CITY, STATE, ZIP CODE)

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EMAIL ADDRESS

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TELEPHONE

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# OF LMC UNITS COMPLETED

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CURRENT GPA

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LANGUAGES SPOKEN

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MAJOR/CAREER GOAL

**Please indicate your program preference by ranking from 1-Most Interested to 4-Least Interested.**

Social Justice Film Series     Campus Tours Program     Bay Adventures Trips     Blood Drives

**Please answer the following questions (typed on a separate sheet of paper):**

1. How did you hear about the Student Ambassador Program?
  
2. Why are you interested in being a Student Ambassador?
  
3. Describe any skills, training, or abilities that you have that would benefit you in the Student Ambassador role.
  
4. Attach your resume. Include any LMC involvement (programs, clubs, work, etc.) that you have.
  
5. Have your reference complete the reference form.

# TIME MANAGEMENT FORM

## FALL 2010

On this sheet, include all of your current commitments for Fall 2010 including classes, jobs/work, meetings, and/or other activities.

<b>Time</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
8:00 - 9:00					
9:00 - 10:00					
10:00 - 11:00					
11:00 - 12:00					
12:00 - 1:00					
1:00 - 2:00					
2:00 - 3:00					
3:00 - 4:00					
4:00 - 5:00					
5:00 - 6:00					
6:00 - 7:00					
7:00 - 8:00					

# LMC Student Ambassador Application

## Reference Sheet

*Reference form should be completed by a faculty/staff/advisor, or by a current or former employer*

**Student to complete this part:**

Name of Student: \_\_\_\_\_

**Reference to complete this part: (Questions can be answered on this sheet or on an attached letter)**

\_\_\_\_\_  
Reference Name

\_\_\_\_\_  
Telephone Number

How long and in what capacity have you known/worked with this student?

<b>Please rate this student on the following:</b>	Strongly Disagree	Disagree	Agree	Strongly Agree
They are a leader among her/his peers:	1	2	3	4
They have strong organization/planning skills:	1	2	3	4
They are actively involved with LMC campus activities:	1	2	3	4
They take direction and/or feedback well:	1	2	3	4
They have strong interpersonal communication skills:	1	2	3	4

Do you have any other comments about this student that would help us make a decision about hiring her/him?