



UNIVERSITY OF  
ARKANSAS

Dale Bumpers College  
of Agricultural, Food & Life Sciences

## Ambassador Job Description

The Dale Bumpers College of Agricultural, Food and Life Sciences Student Ambassador program was established as an effort to enhance student development and leadership skills within the college. The program fosters interaction among Bumpers College student organizations, provides liaisons between the college Dean's Office and acts as a student recruitment tool.

Ambassadors work with both on-campus and off-campus recruiting activities. As representatives of the College, they portray to prospective students, parents, and alumni the philosophy and benefits of enrollment in the Dale Bumpers College of Agricultural, Food and Life Sciences at the University of Arkansas. Student ambassadors will co-host activities with college student organizations and with the College Dean's Office. Ambassadors will receive a scholarship for the academic year (paid by semester) of their appointment. Appointments will be re-evaluated at semester break.

### Qualifications:

- a. Must be enrolled in the Dale Bumpers College of Agricultural, Food and Life Sciences at least 1 full semester prior to beginning the position in the fall semester.
- b. Must have attended the University of Arkansas for at least one year (1 fall and 1 spring semester, or 2 summer sessions and 1 fall or spring semester).
- c. Must have a minimum cumulative GPA of 2.75.
- d. Must have prior active membership in at least one college or campus organization.
- e. Must excel in verbal and written (including electronic) communication skills.
- f. Must have a strong and positive feeling about the University of Arkansas and the Dale Bumpers College of Agricultural, Food and Life Sciences.
- g. No student may apply or hold an ambassador position while on academic warning/suspension or disciplinary probation.
- h. An ambassador may be terminated if it is determined that he/she is not maintaining ethics befitting a paraprofessional, not performing satisfactorily, failing to communicate with the lead ambassador or staff advisor, is not able to work productively with other ambassadors and staff members or is jeopardizing the success of the program.
- i. Returning ambassadors must notify the staff advisor, update their applications and receive departmental approval.

Objectives:

1. To encourage leadership, teamwork and cooperation among student groups within the Dale Bumpers College of Agricultural, Food and Life Sciences.
2. To facilitate the sharing of ideas and resources among student groups by attending or participating in club events and meetings.
3. To serve as representatives of the Dale Bumpers College of Agricultural, Food and Life Sciences and enhance recruitment activities college-wide.
4. To educate the student population on the goals and activities of the student organizations within the college.
5. To learn valuable leadership skills through interaction with student leaders and members of the agricultural and academic communities.

Roles and responsibilities:

The position requires a weekly commitment of approximately 3 hours, and includes:

1. Participate in the Commencement Ceremony to assist with guests and staff activities, unless the ambassador is a graduating senior.
2. Participate in the spring retreat held annually in April.
3. On the scheduled day and time, attend weekly, one hour ambassador meetings.
4. Complete two office hours a week in the Dean's Office or participate in an ambassador sponsored event or pre-approved departmental activity.
5. Attend ALL events the ambassador team sponsors.
6. Serve as a liaison with departments' club presidents & Department Head to the Dean's Office.
7. Visit three high school classes during the academic year to recruit for the college.

Selection process:

1. Interested students must complete an application form and submit all materials to the Coordinator of Undergraduate Recruitment at [dgduncan@uark.edu](mailto:dgduncan@uark.edu) no later than **February 22<sup>nd</sup>, 2019 at 4PM.**
2. Once your application has been reviewed to verify you meet the qualifications, you will be contacted to schedule an interview. A second interview may be scheduled, as needed.
3. Final offers will be made during the last week of March.

**NOTE: All nominees must be available to attend the Ambassador Retreat April 12-13.**