2016-2017 IGM Student Ambassadors

Requirements/Process:

- A minimum 3.00 GPA is required, and you must be in good academic and disciplinary standing with the University (this information will be verified).
- Application (see details below)
- Interview (see details below)

Timeline:

Applications available: Monday, March 14th – Friday, April 22nd
Last day to submit applications: Friday, April 22nd
Interviews: Monday, April 25th – Friday, May 6th
Candidate notification and acceptance of position: Monday, May 9th – Friday, May 13th

Application: Provide the following information to Kathleen Schreier Rudgers, Senior Academic Advisor at kmsrla@rit.edu. Your response is due by 11:59 PM on Friday, April 22nd.

1. Respond to the question: “Why do you want to be an IGM Ambassador”? Your response should be between 250-500 words and also:
   - Include the name of an IGM faculty/staff member to “endorse” your candidacy. A reference letter is not required, but I will be contacting the faculty/staff member that you indicate.
   - Provide a list of your RIT/IGM involvement (i.e. clubs, organizations, leadership positions, grader, TA, etc.)

Interviews: Ambassador Interviews: Monday, April 25th – Friday, May 6th. So we may plan accordingly, please stop by or call the IGM Office before Monday, April 25th to schedule the interview. Interviews are ½ hour in length and will be with Kathleen, Amanda Scheerbaum, or Betty Hillman. After submitting your application, please schedule your interview by stopping down to the IGM Office or calling us at 585-475-2763.
**Time Commitment:**

- Kickoff Event with the IGM staff in September.
- Monthly “team” meeting/training with Kathleen (beginning in fall 2016)
- Represent IGM at a minimum of 3 events each semester (unless you are on a Co-op)
- You will be expected to participate on one (1) committee on such topic areas as event planning, social media, philanthropy, etc.
- Appointment is for 1 academic year; you will be evaluated on an annual basis.

**Key Events:**

- Orientation (after your first year)
- Fall Open Houses
- Spring Accepted Student Open Houses
- Spring Preview Day
- First Year Student Panels
- Transfer Open Houses
- Meet with faculty candidates
- Admissions Phone-A-Thons
- Fall/Spring High School Break Weeks
- “Jam” events including: Global Game Jam, Imagine Cup, Showcase
- “Other” dates or opportunities as determined by Kathleen and/or the Student Success Task Force.

**Compensation:**

This is not a paid position, but you will be “compensated” in the form of IGM swag, meals, special opportunities, a great resume builder, and the opportunity to influence the student experience in IGM. Students who are selected to serve as Ambassadors will be asked to sign an agreement and be evaluated on an annual basis.

**Supervision:**

The IGM Ambassadors will be selected, trained, evaluated and supervised by Kathleen. You may be dismissed from your position at any time at the discretion of Kathleen, the Assistant Director, and/or the Director.