2017-2018 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 6th – Friday, April 21st
Last day to submit applications: Friday, April 21st
Interviews: Monday, April 24th – Friday, May 5th
Candidate notification and acceptance of position: Monday, May 8th – Friday, May 12th

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 21st

1. Respond to the question: “Why do you want to be an IGM Ambassador” and “What can you contribute to the Ambassador team”? Your response should be between 250-500 words.
   - In your essay, please 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 separate list of your RIT/IGM involvement (i.e. clubs, organizations, leadership positions, grader, TA, etc.), or you may provide a copy of your resume.

Interviews: Ambassador Interviews: Monday, April 24th – Friday, May 5th. So we may plan accordingly, please stop by or call the IGM Office before Monday, April 24th to schedule the interview. Interviews are ½ hour in length and will be with Kathleen or Amanda Thau. 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 Ambassador team in September (after the start of fall classes).
- Twice-monthly “team” meeting/training with Kathleen (beginning in fall 2017)
- Represent IGM at a minimum of 3 events each semester (unless you are on a Co-op)
- Planning and participation in one Ambassador event each semester (with the rest of the Ambassador team) (Fall and Spring)
- Two blog posts for the IGM website each semester (Fall and Spring)
- Appointment to the Ambassador team is for 1 academic year; you will be evaluated on an annual basis.

**Key Events*:**

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

*Participation in any event is voluntary based on your interest and availability.

**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.