2018-2019 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:
Application submission and interview must be complete by Friday, March 30th
Candidate notification and acceptance of position: Monday, April 16th – Friday, April 20th

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, March 30th.

- Answer these questions (Your response should be between 250-500 words):
  - Why do I want to be an IGM Ambassador?
  - What can I contribute to the Ambassador team?
- 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: After submitting your application, please schedule your interview by stopping down to the IGM Office or calling us at 585-475-2763. If you are Kathleen’s advisee, you may use Starfish to schedule your interview. Ambassador Interviews will take place between Monday, February 19th – Friday, March 30th. Interviews are ½ hour in length and will be with Kathleen. Please indicate that the purpose of the meeting in the meeting notes.

Time Commitment:

- Kickoff event with the Ambassador team in September (after the start of fall classes).
- Twice-monthly “team” meeting/training
• 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/photo story 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 (upperclassmen, only)
• 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
• “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.