# Peru State College Ambassador
## JOB DESCRIPTION

**Benefits of being a PSC Ambassador:**

- Great networking opportunity
- Contribute to the college
- Gain valuable work experience
- Fun working environment
- Social activities
- Compensation for events/training
- Obtain references and contacts
- Refine interpersonal communication skills
- Build upon leadership skills
- ¼ tuition waiver & $150 stipend each semester

**Description:** PSC Ambassadors work with high school students, transfer students, and other visitors to the College who are interested in learning more about PSC. The primary duties include leading campus tours, sending follow-up communication items, assisting with special Admissions events, telecounseling, contributing to the overall recruiting efforts of the College, and serving as an official host of the College.

**Duties:** Ambassadors will have two assigned hours per week in the Office of Admissions in which they will report to the office for either tours or other assistance. They are expected to send follow-up notes to their tour visitors and assist with a variety of duties in the office. Ambassadors are expected to assist in any additional events the Office of Admissions sponsors.

**Advantages:** Ambassadors provide a unique perspective to students who are interested in PSC. Ambassadors meet new people, polish interpersonal communication skills, and serve as an official host of the College. In addition, Ambassadors participate in social activities and receive an ambassador polo shirt and jacket. Ambassadors also receive ¼ tuition waiver for up to 16 credit hours per semester plus a $150 stipend for each semester of service they provide.

**Requirements:** Ambassadors must be current, full-time students who have completed at least one semester at PSC. They must meet and maintain a minimum of a 3.0 cumulative grade point average. Applicants should be outgoing, friendly, moderately knowledgeable about the institution, and have a positive attitude.

**Contact:** Angel Tejral, Coordinator of Admission Services, Peru State College Office of Admissions, (402) 872-2221 or atejral@peru.edu.

# Peru State College Ambassador
# Application

Please type or print in black ink:

Name_____ Student ID# _____
First MI Last

Current _____ Phone: _____
Address: _____ Cell Phone: _____
_____ E-mail: _____

Permanent _____ Phone: _____
Address: _____
_____

High School from which you graduated: _____

If you are a transfer student – last college attended: _____

Major: _____

Clubs or Organizations to which you belong (on and off campus): _____
_____
_____

Do you plan to work off campus during the school year? If so, what type of employment and how many hours will you be working a week? _____
_____
_____

On a separate piece of paper, please answer the following questions:

1. Why are you interested in becoming a Peru State College Ambassador?
2. What do you feel you can offer the Ambassador Team and Peru State College by becoming a Student Ambassador?

Please provide two letters of recommendation from faculty or staff members at PSC for this position.

I authorize the Office of Admissions to check my grade point average to confirm that I am at or above the minimum 3.0 cumulative grade point average that is required to become a PSC Ambassador.

_____ _____
Signature Date

**APPLICATION DEADLINE: Please return your application to the Office of Admissions no later then 5:00 p.m., Friday, February 25, 2011. Candidates will be contacted by the office of Admissions for a personal interview.**

*Peru State College is an equal opportunity institution. PSC does not discriminate against any student, employee or applicant on the basis of race, color, national origin, sex, disability, religion, or age in employment and education opportunities, including but not limited to admission decisions. The College has designated an individual to coordinate the College's nondiscrimination efforts to comply with regulations implementing Title VI, VII, IX, and Section 504. Inquiries regarding non-discrimination policies and practices may be directed to Eulanda Cade, Director of Human Resources, Title VI, VII, IX Compliance Coordinator, Peru State College, PO Box 10, Peru, NE 68421-0010, (402) 872-2230*