



Weatherford College Student Ambassador Program Application Packet

Position Information

The Student Ambassador Program is a leadership opportunity for students who are dedicated to personal and professional growth by serving and representing Weatherford College. Student Ambassadors provide campus tours, serve as WC representatives and perform duties at various WC campus and community events. Student Ambassadors also serve within the Welcome Center where they act as a first point of contact to visitors, by phone and in person.

Application Deadlines: Priority is granted to students who turn in their application to start in the fall of 2021 no later than *August 9, 2021*. After that deadline, it is accepted based on need.

Period of Service: August 2021 to May 2022
Limited Summer Spots Available

Hours:

- Ambassadors are required to work 5 hours per week.
- Monday-Friday: 9am-3pm
- Various hours representing Weatherford College at select campus and community events.

Scholarship: Full-time students receive a scholarship per semester, provided by the Weatherford College Foundation.

Important Dates: All incoming ambassadors must attend a Fall Ambassador Training and a Spring Update Meeting to maintain their role as an ambassador. Specific dates for the training/meeting will be sent out in the future.

Contact:

Kay Landrum
Associate Dean of Student Success
klandrum@wc.edu
817.598.6499

Jaci Edwards
Advancement Specialist
jedwards@wc.edu
817.598.6272



Weatherford College Student Ambassador Program Application Packet

Please keep this page for your records.

Responsibilities

- Develop an expanded knowledge of Weatherford College.
- Welcome and greet public at Welcome Center.
- Perform clerical duties and office responsibilities.
- Conduct campus tours for prospective students, schools, groups, and guests of the college.
- Assist with duties and tasks related to events put on by various Weatherford College departments, the WC Foundation, and other special activities.
- Work with diverse populations and provide tips on being a successful student.
- Learn and have a working knowledge of equipment such as computers, copiers, printers and more.
- Possess a willingness to work with groups in problem solving and decision-making to attain group goals and objectives.
- All other duties as assigned.

Qualifications

- Must be currently enrolled in at least 12 Weatherford College credits or be registered for 12 credits during the semester the position would begin.
- Must have a term and cumulative GPA of at least 2.5.
- Position has one academic year commitment. (Fall through Spring). Exceptions made on a case by case basis.
- Demonstrate strong communication (written and verbal) and interpersonal skills.
- Exhibit leadership, initiative, dependability, discipline, enthusiasm, and a willingness to grow both personally and professionally.

Instructions for Application:

Please print or type. Return the completed application to Jaci Edwards at jedwards@wc.edu or Kay Landrum at klandrum@wc.edu.

To apply, please complete and submit the following:

- Completed application form. Please print.
- 2 Letters of Recommendation – that are not related to you.
- Personal essay stating why you would be a good candidate for the Student Ambassador Program.



Weatherford College Student Ambassador Program Application Packet

Student Ambassador Application

First Name: _____ Last Name: _____

Student ID #: _____ Credit Hours Fall Semester: _____

Are both your cumulative and term GPA over 2.5? YES_ NO___ NEW STUDENT___

How did you learn about the Student Ambassador Scholarship opportunity?

- Current/Former Student Ambassador
- Advisor
- Social Media
- Friend
- Other: _____

Mailing Address: _____

Phone: _____ Email: _____

Pathway/Field of Study: _____ Expected Graduation: _____

How long have you been enrolled at Weatherford College? _____

What languages are you fluent in? _____

Please grade yourself in the following areas. Use the following scale.

O = Outstanding E = Excellent G = Good A = Average F = Fair

_____ Attitude

_____ Enthusiasm

_____ Organizational Skills

_____ Communication Skills (Written)

_____ Interpersonal Communication

_____ Public Speaking

_____ Self-Motivation

_____ Time Management

_____ Leadership

_____ Computer Skills

_____ Work Ethic



Weatherford College Student Ambassador Program Application Packet

Please list any current work obligations: (If you are not working, just list N/A)

Employer or Organization: _____

Dates of Employment: _____ to _____

Description of your duties: _____

Please list any campus or community activities you are involved with:

Organization/Activity	Position	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list at least three (3) references that are not related to you.

1. _____ Phone: _____

2. _____ Phone: _____

3. _____ Phone: _____

I certify that all the information provided on this application is accurate and true, and acknowledge that any misrepresentation and/or withholding of information may result in rejection of this application or may be considered just cause for discharge if discovered after the fact. I also understand that incomplete applications may not be considered.

Applicant's Signature

Date