

Fall 2017 Student Ambassador
WSU Global Connections
Washington State University Global Campus



Position Description

The primary responsibilities of this position are to serve as a liaison between Global Campus students and Global Connections staff, improve Global Connections programming and build the Global Campus community between students.

Ambassadors provide feedback and support in the selection and delivery of Global Connections web-based events. This position offers a flexible schedule of up to 5 hours a week with occasional opportunities for additional hours or projects. Work is completed remotely, though occasional face-to-face event opportunities may be an option. Ambassadors will be required to use student course space and social media to share and promote information regarding Global Connections Programming.

50% Program support:

- Attend Global Campus web-based programming and events as requested (minimum of two per month)
- Provide and develop ideas on potential programming that could be of interest to Global Campus students
- Research program topics and content delivery systems
- Provide assessment of content and delivery of Global Connections events and programming
- Share Global Connections events and programming with current students
- Write content for social media posts, blogs, or updates for newsletter

35% Public relations:

- Present a professional and positive image of WSU and Global Connections through personal and web interactions, telephone contacts, and written communications
- Participate in online event chatbox discussion
- Seek student input and generate ideas for Global Connections events via Blackboard Learn and social media
- Attend ASWSUG Online Student Government Meetings as assigned
- Answer current and prospective student questions via email and social media as assigned
- Participate on and add content to Global Campus social media accounts

10% Training & Clerical:

- Complete Student Ambassador orientation training packet and supplemental training as directed
- Bi-Monthly video-conferenced meetings with fellow Student Ambassadors and Program Coordinator
- Bi-Monthly electronic reports on use of time
- Use Microsoft Office software programs for word processing functions

5% Other duties as assigned.

Wage

\$11/ hour

Qualifications

- A. Be a regularly enrolled, Global Campus student
- B. Maintain a GPA of 2.5 or greater, per semester or cumulatively
- C. Comfortable with technology
- D. You enjoy working and engaging with people
- E. Be available to hold the position for the minimum of an entire semester; entire academic year is preferred
- F. You are interested in promoting opportunities to engage Global Campus students
- G. Flexible schedule for meetings, events, and online events

To apply: Send a cover letter and resume to: global.connections@wsu.edu.