



Study Abroad Ambassador Program

The Office of International Studies and Programs (OISP) is seeking qualified Study Abroad alumni to serve as student and peer ambassadors who can be a resource for prospective Study Abroad students. The following information covers the roles and requirements to be involved in this exciting program.

Responsibilities of an Ambassador

- Conduct presentations for classrooms, student organizations, and residence halls around campus. Talk about Study Abroad logistics, as well as your specific experience
- Attend and assist with Study Abroad Fairs, Information Sessions, Welcome-Back Receptions, Open Houses, Transfer Days, and/or Pre-Departure Orientations
- Serve as a reference for students interested in the same or similar program, location, and/or academic area of study via email and in person
- Staff information tables on campus
- Assist in the overall marketing/promotion of Study Abroad to peers around campus
- Organize one individual event per semester (table, information session, pamphlet, etc) from which you feel is an untapped area on campus. (Please be prepared to discuss your idea during interview)

Time Commitment: 1 semester (1 academic year preferred): students can expect to spend 1-5 hours per week on Ambassador related duties, with slight variations during peak weeks.

Compensation: Students will be paid in two week increments upon completion of assigned duties during each pay period. This payment total will amount to \$250.00 per semester.

Required Qualifications

- Alumni of an ISU approved Study Abroad program
- Available to commit to at least 1 semester
- Must have strong interpersonal, oral, and written communication skills.
- 2.5 GPA
- Consent to have photo, name, email, major/minor and program/country of Study Abroad on OISP webpage
- Flexible schedule
- Comfort level with doing outreach on an individual basis

Desired Qualifications

- Available for 2 consecutive semesters
- Affiliations with on campus organizations
- Self-guided
- Articulate
- Presentation experience

Student Ambassadors will be required to attend a combination of the following events:

<u>Mandatory Events – Fall</u>	<u>Time Commitment (hrs)</u>
Ambassador Training	3
Festival ISU	2
SA Fall Fair	4
Pre-Departure Spring Orientation	3-4
Semester Recap	1

<u>Mandatory Events - Spring</u>	<u>Time Commitment (hrs)</u>
Semester Plan	1
Open House/ SA Spring Fair	4
Pre-Departure Fall Orientation	3-4
Pre-Departure Summer Orientation	3-4
Semester Recap	1

<u>Monthly Requirements</u>	<u>Time Commitment (hrs)</u>
Monthly Ambassador Meeting	1

Students will receive a tentative monthly schedule at each mandatory Ambassador meeting. Other duties will be assigned as they become available/necessary and will be given with as much notice as possible. On average, students complete 1-2 hours of work per week.

Students are responsible for notifying the SA Advisor immediately of any upcoming personal or academic events that will influence their availability at each monthly meeting and as soon as they become aware of a potential conflict.

At the end of each pay period, students are required to complete a hard copy Time Sheet and submit their time online via iPeople in order to be compensated.

Study Abroad Ambassador Application

Please complete the following application in full and submit it to the Office of International Studies and Programs in Fell 236 or by email to studyabroad@ilstu.edu by Wednesday, June 1st.

**** Please affix a copy of your Fall 2016 academic schedule to the application, as well as a brief statement addressing why you want to serve as an Ambassador and why it is important to you. ****

Personal Information

First Name: _____
Last Name: _____
ULID: _____
Study Abroad Blog/Website (optional): _____

Contact Information

Email Address: _____
Phone Number: _____
Skype Name: _____

If selected, I would be interested in committing to: Fall Semester Only Fall and Spring Semesters

I give permission for OISP to share the following information with prospective students and to use in outreach materials (email, website, social media, etc). Email Address Blog/Website Facebook Profile

Academic Information

Major(s): _____
Minor(s): _____
Cumulative GPA: _____

How many credits do you plan to take during:
Fall 2016 _____ and Spring 2017 semesters _____

Campus organizations you are involved in:

Study Abroad Program Information

Program: _____
Country of Study: _____ Host Institution Name: _____
Duration: Fall Spring Summer Academic Year Calendar Year
Term: 2014 2015 2016

Program 2 (if applicable): _____
Country of Study: _____ Host Institution Name: _____
Duration: Fall Spring Summer Academic Year Calendar Year
Term: 2014 2015 2016

Questionnaire

Describe a typical weekday at your host institution.

What was the biggest challenge/concern you faced during your Study Abroad experience? How did you handle/react to the situation?

If a student asked you to describe the academic culture and expectations of your Study Abroad institution, what would you say?

How did you adjust to being in a foreign environment, with relation to transit, language barriers, cultural expectations, etc.?

What was the most memorable aspect of your Study Abroad program and how did the experience impact you personally?

What do you feel is one way we should promote Study Abroad through social media that we are not already doing?

Photo Information

Please select three (3) photos from your Study Abroad experience that:

- Are high quality and in JPEG format
- Show your face clearly (individual rather than group photos are preferred)
- Reflect that you are in your host country
- Would appropriately represent yourself and your experience on the OISP website

Send these photos and your short statement to studyabroad@ilstu.edu along with a brief description of what is being depicted in the photo and where these photos were taken.

Photos should be sent in the following format: Last Name.First Name.StudyAbroadTermYear

Please use FA for FALL, SP for Spring, SU for Summer, or AY for Academic Year

Example: **Redbird.Reggie.FA15**

I understand that if I am selected to represent OISP as a Study Abroad Ambassador, I will be required to attend a mandatory Ambassador training program prior to the start of the semester. I also understand that my stipend will only be dispersed to me upon successful completion of the required tasks. If I fail to attend events that I have committed to, this will result in a warning and then suspension from the program.

Student Name (printed): _____

Student Signature: _____ Date: _____