

## STUDENT AMBASSADOR APPLICATION 2017-2018

Lake Land College Admissions & Records  
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Student Ambassadors are a group of Lake Land College students who are selected to serve as official college representatives at events such as college fairs and high school visits. In addition, Ambassadors conduct campus tours and assist with special functions sponsored by the college. Being a Student Ambassador is a challenging job, but it is a prestigious organization to join! You will meet new friends, gain leadership skills, and build your résumé at the same time!

### ELIGIBILITY

- Students who will be enrolled on campus at least half-time for both the fall and spring semesters during the year of application.
- Applicants must have a Lake Land College cumulative GPA of at least 2.50 as calculated by the college.

### SPECIAL PRIVILEGES AND ACTIVITIES

- Ambassadors that complete requirements will receive a \$500 scholarship from Lake Land College for their year of service. The scholarship will be made in two payments: \$250 for the fall semester and \$250 for the spring semester.
- Ambassadors get to take part in specific trainings, social activities and trips exclusively for the team members only.
- Each student will receive official Lake Land College Student Ambassador apparel.
- An award will be presented at the end of the year to the ambassador who has shown outstanding efforts in promotion, recruitment, and service.

### REQUIREMENTS

- Participate in extensive training sessions.
- Participate in mandatory functions as listed below.
- Attend regularly scheduled weekly meetings on Wednesdays or as otherwise announced. Ambassador meetings should take precedence over other club meetings and failure to attend meetings will result in makeup assignments.
- Serve as an official representative of Lake Land College at career fairs, high school visits, and other events that involve student recruitment.
- Conduct campus tours.
- Assist with student registration during the fall and spring semesters.
- Participate in telephone and letter writing campaigns.
- Remain at least a half-time student during fall and spring semesters.
- Complete at least 10 credits of activities each semester.

### HOW TO APPLY

1. Complete and return the application and schedule an interview by **Friday, September 1**. Turn in the application and schedule the interview by stopping by Luther Student Center #028 (in the Admissions Wing) and signing up for a time. The mandatory interviews will be held September 5-8.
2. Interviews will be held in the Neal Hall North Conference Room.

3. Interviews will last about 25 minutes and are comprised of a series of questions and your presentation. Instructions on the presentation are included in the application.
4. Call (217) 234-5254 with questions.

### UPON ACCEPTANCE

A list of the fifteen Student Ambassadors will be posted in the Luther Student Center lobby on Friday, September 8 by the end of the day and online at [www.facebook.com/lakelandcollege](http://www.facebook.com/lakelandcollege). If selected to be a Student Ambassador, but you decide to not accept the position, please immediately contact Lisa at [lshumard-shelton@lakelandcollege.edu](mailto:lshumard-shelton@lakelandcollege.edu) or 217-234-5254.

For those selected to serve as a Student Ambassador, the first mandatory date is **Tuesday, September 12 from 9 a.m. to 4 p.m. on campus. See other mandatory dates below.**

### APPLICANT INFORMATION

LAST NAME	FIRST NAME	MIDDLE/PREVIOUS	STUDENT ID
ADDRESS		CITY	STATE ZIP CODE
TELEPHONE	EMAIL	MAJOR/ACADEMIC PROGRAM	
HIGH SCHOOL		OTHER COLLEGE(S) ATTENDED	
HIGH SCHOOL GPA		LAKE LAND GPA (OR LAST COLLEGE ATTENDED)	
FIRST TERM/YEAR OF ENROLLMENT AT LLC		ANTICIPATED GRADUATION DATE	

Please use bullet points to list the answers to the following activities. You may use a separate sheet if needed.

List any college activities and experience:

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List any high school activities and experience:

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List any service activities and experience (community, civic groups, etc.):

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List any public speaking activities and experience:

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List your employment plans, if any, during the school year as well as number of hours and times worked per week, if applicable.

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It is very important that Student Ambassadors are available during regular business hours, although some night or weekend hours may be required. When you consider your academic pursuits, extracurricular activities, and job commitments, approximately how many hours per week will you have to devote to the ambassador program during the hours of 8 a.m. and 5 p.m.? \_\_\_\_\_

**ESSAY**

On a separate sheet and in 200 words or less, explain why you want to serve as an Ambassador and why you would be a good Lake Land College Student Ambassador

**PRESENTATION (TO BE COMPLETED DURING THE INTERVIEW)**

Being a Student Ambassador requires a lot of public speaking. Along with submitting your application and scheduling your interview, potential Student Ambassadors must prepare a short presentation to give to the interview committee. The presentation should be based off the information below. However, participants are allowed to be creative with their presentations so that their personalities shine through! Make sure to practice before as this portion is important!

Instructions: Use the following information to create a short presentation as if you're an ambassador of your hometown. You may use all or some of the questions or you may also create an entirely unique presentation to wow the judges. Have fun and be creative! During your interview, you will be expected to conduct this presentation in front of the panel of interviewers. Please note you do not need to fill out this information and submit it. A projector and computer are not provided, but you may bring your own. Props are allowed. A very limited set up time is allowed.

Hello! My name is \_\_\_\_\_. I am from \_\_\_\_\_. I love my hometown because \_\_\_\_\_. What I would miss most about my hometown is \_\_\_\_\_. I am most proud of the following accomplishment \_\_\_\_\_. One unique thing about my hometown is \_\_\_\_\_. If I were an ambassador, I would use the skills I have learned to help better my town by doing this \_\_\_\_\_. In 5 years, I might tell people in my hometown that my greatest accomplishment is this \_\_\_\_\_.

## REFERENCES

List three people, who are not related to you, who may be contacted as references.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_ Relationship: \_\_\_\_\_

I understand that serving as a Student Ambassador requires a commitment of one year. I further understand that I will be required to sign the Student Ambassador Code of Conduct and attend weekly meetings, training sessions, and college related activities throughout the year. Current mandatory dates, which are in addition to the 10 points needed each semester are, dates are as follows (dates subject to change):

- Weekly Meetings – Wednesdays from 12:00 – 1:00 p.m. Starting Sept. 12.  
Failure to attend mandatory meetings will result in makeup assignments, such as 1 hour of office work (approved miss, such as travel for the college) or 2 hours of office work (unapproved miss, such as no call, no show).
- Informational Meeting/Training – Tuesday, September 12, 3:00 – 9:00 p.m., Webb Hall 081
- Training – Wednesday, September 20, 3:00 – 9:00 p.m., Neal Hall 113
- Career Day – Tuesday, October 3, 7:30 a.m. – 2:00 p.m.
- Laker Visit Days:
  - Friday, October 20
  - Friday, December 1
  - Friday, February 9
  - Friday, March 23
  - Thursday, June 21
- Ambassador Nigh of Fun – Thursday, December 7 (recommended)
- Ambassador Trip - May 12-14 (recommended)  
Please note this is Mother's Day Weekend
- Student Recognition Banquet – Spring Semester, TBA
- Student vs. Faculty Softball Game – Spring Semester, TBA
- Assistance with one or more of the following: One-Stop Christmas (December), Principals, Deans and Counselors meeting (April), Foundation events (various times), College Day at Kluthe (spring), WYSE (spring), and other events approved by the advisor.

With this understanding, I submit my application to interview for a position as a Lake Land College Student Ambassador.

STUDENT'S SIGNATURE	DATE
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