

CONTRACT/QUALIFYING FOR STUDENT AMBASSADOR

In order to qualify as a Student Ambassador, you'll need to commit to at least five hours. The next page is a guideline for how you might spend the hours. Any additional creative ideas that you have, which are not listed on the below student ambassador tasks, just need to be approved by the Program Coordinator and/or the GEO Director first, and then you can implement them!

Students who successfully complete the requirements of Student Ambassador are eligible to receive three exciting benefits:

1. Receive a letter of recommendation from the Program Coordinator and/or the GEO Director.
2. List the GEO as a reference on your resume
3. List your Ambassadorship with your KSC Activities

Student Ambassador Contract/ Code of Conduct/ Contact Information Release

As a Student Ambassador for the Keene State College Global Education Office (GEO), I agree to volunteer my services for at least five hours in helping the GEO promote and further the cause of study away education. I will be functioning as a representative of the exchange that I attended. I am free to choose the promotional activities I participate in.

I give the Global Education Office permission to provide future study away participants with my contact information, including publishing my KSC email address in informational brochures and materials, so that I may answer questions about my exchange program in order to help students prepare for life away from Keene State College.

As a representative of the GEO, I agree to represent myself, the GEO, and Keene State College in a professional, enthusiastic, and courteous manner during the hours that I am functioning as a representative of the GEO.

I understand that upon completion of a successful semester as a Student Ambassador, I will be eligible to receive a letter of recommendation from the Program Coordinator and/or the GEO Director, as well as use the GEO as a reference, and include the service at the GEO on my resume.

I, (print name) _____ **agree to the terms set forth above by the Global Education Office.**

Signature: _____ **Date:** _____

STUDENT AMBASSADOR Tasks

(you do whichever ones you feel most comfortable with)

1. **Orientations**: Represent your specific exchange as an official spokesperson at the orientations for outgoing students.
2. **Study Away Fairs**: Represent your specific exchange as an official spokesperson at our fairs for outgoing students.
3. **Information Sessions**: Attend an information session, (held by the GEO at various times throughout the semester) and answer questions about your exchange for potential exchangees. Information sessions are held in the GEO, or in dorms.
4. **Classroom visits**: Attend a classroom visit with the GEO Program Coordinator to speak briefly to the class about your experience.
5. **Information Table**: Set up in the Student Center, the GEO will provide you with materials for you to dispense. You'll also answer questions of interested students.
6. **Article**: Write an article about your study away/ study abroad experience which could be: submitted to the Equinox and/or other publications on campus, including the GEO website.
7. **On Call**: Allow the GEO to give either your phone number or email address to students who are going on your exchange. You'll speak with them individually to help them prepare for their exchange.
8. **YOUR CHOICE**: Think of something creative to do that will benefit the GEO. Get approval for your idea from the Director, and go for it!