

## Student Ambassador Application 2024-2025

### Position Announcement & Description

The Student Ambassador program started at Columbia Basin College in 2000-2001 school year. Ambassadors play a vital role in attracting new students to the CBC campus and creating a college going culture in our community. Ambassadors assist the CBC Outreach office with various events throughout the year including (but not limited to):

- Provide campus tours;
- Assist with CBC events (FYI, Open House, College Goal & Commencement);
- Promote an early awareness of college in the community (elementary and middle schools);
- Assist with outreach efforts in the community (service projects, Benton-Franklin Fair);
- Reach out to prospective students via email and phone messages;
- Serve as a public face, representing what it means to be a CBC Hawk to various audiences.

### To apply you must:

- Be enrolled full-time at CBC (minimum 12 credits per quarter)
- Have a minimum 2.5 GPA (maintain this GPA)
- Have completed a financial aid application (FAFSA or WASFA)
- Agree to participate fully in the program for the full academic year (fall-spring quarters)
- ***If you do NOT meet one of these criteria, you will need to submit a written statement on why you don't meet the criteria and why you still feel qualified for this role.***

### Traits of Qualified Ambassador Candidates:

The CBC Outreach office upholds the value of diversity in our office and campus setting and seek to find students with various backgrounds, skills/experiences, goals and outlooks on life. While seeking to embrace diversity in our candidates, we also have some traits that assist a student with being a strong candidate for the program.

- Excellent communication skills (written and spoken)
- Ability to manage time well and balance multiple priorities
- Initiative, dependability, discipline, creativity, responsiveness, and open-mindedness
- The ability to work well independently AND as part of a team
- The desire to learn and grow a broad base knowledge of the CBC campus through experience, involvement and engagement with various campus services, resources and activities.

**Important Dates:**

Applications will be accepted in person at Hawk Central (H Building) or via email ([cbcoutreach@columbiabasin.edu](mailto:cbcoutreach@columbiabasin.edu)) until April 30, 2024. Applications will be reviewed to ensure they are complete and all requirements have been met. **Incomplete applications will not be considered for interview.**

Interviews will be held in May/June with selected 2024-2025 Ambassadors required to meet for a workshop in early July, and the first duties performed by the Ambassador team will be to assist with the Benton Franklin Fair the week of August 20-24th.

**Payment:**

Ambassadors selected to the program will receive a non-need based waiver for up to 15 credits tuition based on lower division state tuition per quarter. *Being selected to the program does not guarantee you a continued position.* Ambassador's performance will be evaluated on a quarterly basis to determine continued service in the program.

This is not a scholarship program. This program is service based and we are looking for individuals that can communicate well and are eager to learn about CBC and engage in our campus culture while helping others create an image of their future college experience through interacting with the Ambassador team.

**Instructions:** Please complete this application and submit to Hawk Central (H Building at CBC Pasco campus). For questions contact CBC Outreach office at 509-543-1452 or email [cbcoutreach@columbiabasin.edu](mailto:cbcoutreach@columbiabasin.edu).

**Applications are due by April 30, 2024.**

**Name:** \_\_\_\_\_

**CBC Student ID#:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Intended Program of Study at CBC:** \_\_\_\_\_

Are you bilingual? (If yes, please list language(s). \_\_\_\_\_)

High School Attended: \_\_\_\_\_

Graduation Year: \_\_\_\_\_

Cumulative GPA (2.5 minimum to apply): \_\_\_\_\_ Have you attended CBC? Yes \_\_\_ No \_\_\_

FAFSA or WASFA (Financial Aid application) Completed: Yes \_\_\_ No \_\_\_

*(NOTE: We require a financial aid application to be complete for a student to move forward in the interview process).*

**Please attach your work schedule (if applicable), resume and two letters of recommendation. Only complete applications will be reviewed. Cover letters are not required and will not be considered in the application process.**

**Essay Questions: (Please attach typed responses).**

1. How did you learn about CBC's Student Ambassador Program?
2. Why do you want to become an Ambassador?
3. What impacted your decision to attend CBC versus attending college elsewhere?
4. Do you have a job currently? If so, where do you work and what is your work schedule?

5. We know that students have many things that fill their schedule. Please share with us what you are involved in beyond school and work that requires time in your schedule. (Hobbies, family, volunteer work, clubs, activities, etc.)

6. Please share an accomplishment that you are proud of (big or small) and why this is something you are proud of.

Columbia Basin College complies with the spirit and letter of state and federal laws, regulations, and executive orders to ensure equal opportunity in education, participation in college activities, and employment. CBC does not discriminate on the basis of race, color, creed, religion, national or ethnic origin, parental or family status, marital status, sex or gender, sexual orientation, gender identity or expression, age, genetic information, honorably discharged veteran or military status, perceived or actual sensory, mental, or physical disabilities, use of a trained guide dog or other service animal allowed by law, or any other prohibited basis. CBC refers any questions or complaints to Vice President for Human Resources & Legal Affairs and CBC's Title IX/EEEO Coordinator by email at [vphr@columbiabasin.edu](mailto:vphr@columbiabasin.edu) or by telephone at 509-542-5548. If you are a student who requires an accommodation, please contact CBC Disability Support Services at 509-542-4412 or the Washington Relay Service at 711 or 1-800-833-6384. This notice is available in alternative media by request.