



SOUTHWEST INDIANA

Dear Ivy Tech Staff or Faculty Member,

Ivy Tech Community College – Student Ambassadors Nominations

The Ivy Tech Office of Admissions and Student Ambassadors organization are in search of nominations for students who would make wonderful Student Ambassadors!

If you know of any such students who also meet the desired qualifications for a Student Ambassador, please fill out the below nomination form. Staff and Faculty nomination forms should be submitted to: Office of Admissions, Rm # 111, Attn. Britney Orth, or emailed to borth@ivytech.edu no later than **Friday, December 4, 2009**.

Desired Qualities for a Student Ambassador:

- Leadership
- Enthusiasm
- Communication Skills
- Demonstrative Initiative
- Professionalism
- Positive Attitude
- Knowledge of Ivy Tech
- Ability to Represent Ivy Tech
- Respect for Diversity

The Role of the Student Ambassador:

Student Ambassadors are encouraged to make a year-long (or longer) commitment. In addition, Student Ambassadors receive complementary Student Ambassador short-sleeve polo shirts and nametags to wear during tours and campus events. Student Ambassadors will also:

- Develop extensive knowledge of, and interest in, Ivy Tech Community College
- Conduct campus tours on a regular basis
- Represent Ivy Tech at open houses, orientations, and on and off campus events
- Correspond and share experiences with prospective students
- Assist in planning and implementing community service projects and other special events
- Collaborate with Ivy Tech Community College faculty and staff
- Meet with local community leaders
- Enhance leadership and presentation skills

Nomination/Application Process:

- Student nominees will receive an email regarding their Staff/Faculty nomination, encouraging them to apply for Ivy Tech Student Ambassadors.
- Candidates must be enrolled at Ivy Tech–Southwest and maintain a 2.5 cumulative GPA.
- Applications can be found on the Student Ambassador's website: <http://ivytech.edu/evansville/studentservices/studentambassadors.html>.
- Applications are **due Monday, December 14, 2009** to: Office of Admissions, Rm #111, Attn. Britney Orth or emailed to borth@ivytech.edu.
- If selected for an interview, candidates will be notified by phone or email and interviewed by the Student Ambassadors Advisor(s) or Executive Board.
- Candidates will be notified by letter and email about status.

Thank you so much for your help in recognizing wonderful students with leadership potential!

Britney N. Orth

Britney N. Orth
Advisor to Student Ambassadors
Part-time Admissions Advisor
borth@ivytech.edu
429.1492 or ext. 492



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Nomination Form for Ivy Tech Community College – Student Ambassadors

Staff/Faculty Member's Information:

(Mr/Mrs/Miss/Ms) _____ (first and last name)

Title _____

Department or Office _____

Email Address _____@ivytech.edu

I wish to nominate the following students as Student Ambassadors (Please nominate as few or as many students who you feel meet the characteristics of a Student Ambassador):

Name	Email Address
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

Signature of Nominator: _____ Date: _____

Please return completed nomination form to Office of Admissions, Rm # 111, Attn. Britney Orth, or emailed to borth@ivytech.edu no later than **Friday, December 4, 2009.**