

2022-2023 The University of Tennessee, Knoxville College of Social Work Ambassador Application

When you have the application, please submit it and all attachments to Caitlin Moore, located in 412 Henson Hall or cmoor153@utk.edu. Should you have questions please contact 865-974-3996.

The application deadline is 4:00 PM EST, Tuesday, March 1, 2022.

All materials must be turned in by that time. Nothing will be accepted afterward.
Please read the information below carefully before applying.

The College of Social Work Ambassadors organization is a student team of volunteers focused on public relations efforts to support the College of Social Work (CSW). Their main purpose in the College is to assist in recruiting students through conducting building tours, attending college, career, and graduate fairs, and communicating with prospective and incoming students. They work to stimulate community interest in social work-related activities through participation in activities such as Welcome Events, CSW Conference, as well as hosting CSW information tables at various campus events.

Eligibility:

Candidates for CSW Ambassador must be full-time undergraduate or graduate students enrolled in the College of Social Work. At the time of appointment, candidates must have completed at least one semester at UT, with a minimum cumulative GPA of 2.7.

Selection and Service:

Preference will be given to students who demonstrate leadership skills; solid personal, social, public speaking and writing skills; and who will accurately and responsibly represent our college. Enthusiasm and pride in the College is also important, as is a desire to give back to the College and community. Typical CSW Ambassador activities are related to recruiting, public relations, and academic programs. This includes outreach activities, university-sponsored events, and recruiting events, potentially on and off campus, and some virtual.

Responsibilities:

Student Ambassadors serve for one year, Fall through Spring semester (Summer work offered on a as needed basis). Students must also attend the Ambassador Retreat/Training to be scheduled in August.

Continuation for a second year is dependent upon meeting established standards of performance and needs of the program. Each Ambassador is expected to dedicate roughly 10 hours a week to CSW Ambassador activities to satisfy the leadership application requirement of the leadership development course. They are expected to wear their Ambassador uniforms, which are purchased by the CSW, when functioning as an Ambassador.

A Student Ambassador appointment may be terminated at any time at the request of the Ambassador. The College may also terminate appointments for students who do not fulfill their roles or uphold the standards set for Student Ambassadors.

Benefits and Incentives:

Students selected as Ambassadors will have excellent opportunities to further develop personal, social, communication and leadership skills. Such development will have positive effects upon achieving intended professional career goals. Student Ambassadors are paid \$15/hour¹. Each Ambassador will receive CSW Ambassador gear, a feature on the College of Social Work website, and promotional materials.

The College will also receive a significant public relations benefit from this program. The Student Ambassadors will help prospective students and others understand the value of social work programs at the University of Tennessee, Knoxville. They also have the potential of promoting pride in, and understanding of, the profession of social work.

¹ Ambassadors can work up to 10 hours a week.

I. Personal Data (complete all data fields in table below)

Name: _____ Last, first middle	Preferred name: _____ Nickname
UT ID: 000- _____	Preferred phone number for contact (include area code): _____
Current address: _____ _____	
Permanent address: _____ _____	
Permanent phone number: _____	UTK Email: _____@vols.utk.edu
Classification: (ex: freshman, graduate, etc.) _____	
Academic Minor *if applicable: _____	
Provide your UT GPA (minimum 2.7) _____	Expected graduation date: _____

Current Ambassadors: Please skip to question V.**II. Honors and Awards (Please enter all pertinent information. Use as much space as necessary.)**

Please make a bulleted list of any honors or awards you have received during your high school and college years. (Academic and athletic achievements, scholarships, service awards, etc.)
NOTE: This is an unlimited text field – it will expand as you type.

III. College Organizations/Activities (Please enter all pertinent information. Use as much space as necessary.)

Please make a bulleted list of organizations of which you are a member, or other activities in which you have been involved or taken part (include **offices held and specific involvement, dates, duties**, etc.).
NOTE: This is an unlimited text field – it will expand as you type.

IV. Work Experience (Please enter all pertinent information. Use as much space as necessary.)

Please list any full or part-time work experience that you have had while attending The University of Tennessee. Give a brief description of each position held, including company name, dates of employment, and the nature of the work. NOTE: This is an unlimited text field – it will expand as you type.

V. PLEASE COMPLETE THE FOLLOWING QUESTIONS IN PARAGRAPH FORM BY INSERTING YOUR ANSWERS AFTER EACH QUESTION. (Please enter all pertinent information. Use as much space as necessary.) NOTE: These are unlimited size text fields – they will expand as you type.

- A. What is your strongest quality? How would it benefit you as a CSW Ambassador? How will you make a difference to the Program and/or College?

Returning Ambassadors: How has your strongest quality benefited you as an Ambassador? How have you made a difference to the program?

- B. Of which aspect of the College of Social Work are you most proud? In what areas do you see need for improvement?
- C. What is your perception of the role of the CSW Ambassadors? How can the CSW Ambassador Program make a difference for the College of Social Work? What are some new ideas you could bring to the Ambassador program that would allow us to better recruit prospective students?

VI. Scheduling Issues (Please highlight your answer.)

- A. I understand that I must be able to work at various recruiting programs throughout the 2022-2023 school year.

☐ YES ☐ NO

- B. I understand that I'm required to participate in Ambassador Retreat/Training. Applicants unable to attend this event will not be selected.

☐ YES ☐ NO

- C. I understand that I'm required to participate in mandatory events (Orientation, Homecoming, Big Orange Preview, College Tailgate. etc.) set forth by the CSW Ambassador advisor.

☐ YES ☐ NO

- D. I understand that I must attend all ambassador meetings and represent the College at various events throughout the year except upon prearrangement with the advisor.

☐ YES ☐ NO

- E. I understand that continuation in the CSW Ambassador Program each semester and year is based on my performance, involvement, and maintaining a minimum 2.75 cumulative grade point average. Therefore, the advisor reserves the right not to ask me back for subsequent semesters and years should I not perform as expected.

☐ YES ☐ NO

- F. I ☐ WOULD ☐ WOULD NOT be able to work (if asked) during the period June 1 – August 31. CSW Ambassadors will work on an as-needed basis. (Being unable to work during the summer will not harm an applicant's chances for selection.)

VII. References

Please submit a letter of recommendation and/or character reference directly to the CSW Ambassador advisor, Miss. Caitlin Moore, cmoor153@utk.edu. Please have your reference include his/her name, phone number, and email address in the letter. **References must be one UT faculty member and one other non-family member.** Please list below the name(s) of your reference(s). Please note that references should be submitted by the application deadline of **March 1, 2022.** NOTE: This is an unlimited text field – it will expand as you type.

VIII. Personal Introduction

Please provide a written statement about yourself in 250 words or less. You may share whatever you like. Suggested topics include interests outside of the classroom, long-term goals, why you chose social work, or your reason for applying to the ambassador program.

IX. Interview Times

Interviews will be held beginning the week of **February 28, 2022 for Knoxville campus** programs and the week of **March 7th for Nashville and Online programs** unless otherwise scheduled or delayed. You will be notified if you are offered an interview, as well as possible days/times and location for the interview. We will notify all applicants about their status in the process.

CSW AMBASSADOR APPLICATION

NAME: _____

By submitting this application, you acknowledge that the information provided is accurate and truthful, and that you read, understand, and agree to the information in the following:

☐ _____ I agree (Please check and initial)

This application will become the property of the College of Social Work. In an effort to promote a valuable educational experience and to improve interviewing skills, feedback concerning reasons for selection or non-selection will be provided at the applicant's request. This procedure complies with the Family Rights and Privacy Act of 1974.

I wish to submit this application for the position of CSW Ambassador. I am aware of the responsibilities of the position as specified, and I fully intend to fulfill each one to the best of my ability if selected. I possess the minimum qualifications required for this position as specified on this form, and all information provided herein is accurate.