

Duties

The Ag Ambassador Program is designed to provide students in the College of Agriculture a unique leadership opportunity and to become involved in outreach, recruitment, and public relations activities for the College and its programs. Those students selected to serve will gain experience working with a team of students, interacting with the public, and developing leadership and career skills.

As an Ag Ambassador you will:

- represent the College of Agriculture at outreach, recruitment, and public relations activities, both on and off campus;
- provide information to prospective students, parents, and teachers regarding majors, admission criteria, campus life, campus history, etc.; and
- conduct presentations, workshops, telecounseling, information booths, and campus tours.

Benefits

As an Ag Ambassador you will:

- earn two units of credit for the Ag Leadership class;
- earn a quarterly stipend of \$100 (dependent on funding);
- receive an Ag Ambassador polo shirt;
- have use of the Ag Embassy; and
- have opportunities to travel.

Expectations

As an Ag Ambassador, you will be expected to:

- attend the Ag Leadership class during spring quarter, Fridays 3:00-5:00 p.m.; THIS IS MANDATORY;
- attend the Ag Ambassador retreat, August 26-27-28, 2009;
- attend weekly Ag Ambassador meetings, Tuesdays at noon, September-June (due to conflicting meeting times, Ag Council Officers cannot simultaneously participate in the Ag Ambassador Program);
- schedule your classes in order to be available one morning per week, 8:00 a.m.-12:00 p.m., for school visits, your choice of day;
- commit to five activities per quarter, as follows:
 - one school visit per month, October-May;
 - two additional activities per quarter; one activity per quarter is mandatory: fall--Pumpkin Festival; winter--Farm Show; and spring--to be selected;
- purchase designated khaki pants;
- wear the Ag Ambassador polo shirt at all official Ag Ambassador activities;
- exhibit professional behavior consistent with that of a representative of the College of Agriculture and the University;
- be enrolled in at least 9 units per quarter during your term as an Ag Ambassador; and
- maintain a 2.5 grade point average.

Selection Criteria

An Ag Ambassador applicant must:

- complete the Ag Ambassador selection process;
- be enrolled in an academic program within the College of Agriculture;
- have a grade point average of at least 2.5;
- have been a College of Agriculture student at Cal Poly Pomona for a least two consecutive quarters;
- be available to commit to the program for one year, June 2009 through June 2010;
- complete the Ag Leadership class; and
- demonstrate excellent oral communication skills, evidence of a positive Cal Poly Pomona experience, an outgoing personality, enthusiasm, and active involvement in extra-curricular activities.

Current Ag Ambassadors may re-apply for a second term and must participate the application process and Ag Leadership class.

Selection Process

Applicants must:

- attend an Information Session (see schedule);
- submit a complete Ag Ambassador Application, including Resume and two Evaluations (with at least one Evaluation from a Cal Poly Pomona faculty or staff member);
- attend the Selection Workshop, if invited (applicants that meet the basic selection criteria); and
- complete an Interview, if invited (applicants that pass the Selection Workshop).

Additionally:

- there is no set minimum or maximum number of Ag Ambassadors that will be selected;
- Ag Ambassadors will be selected to be representative of the programs within the College of Agriculture and to reflect diversity in gender, age, ethnicity, and national origin; and
- our goal for 2009-10 is to select at least two Ag Ambassadors from each of the eight majors in the College of Agriculture.

Calendar

Information Sessions:	January 21 @ 2:00pm, 2-201 January 29 @ 12:00pm, 2-206 February 3 @ 3:00pm, 2-214 February 13 @ 11:00am, 2-201
Applications Due:	February 16 @ 5:00 p.m., 2-114
Qualified Candidates List Posted:	February 20 @ 8:00 a.m., 2-114
Selection Workshop:	February 27 @ 4:00 p.m.-6:00 p.m., 2-201
Final Candidates List Posted:	March 2 @ 8:00 a.m., 2-114
Interviews:	March 3-6, by appointment, 2-114
2009-10 Ag Ambassadors Posted:	March 9 @ 8:00 a.m., 2-114
Welcome Luncheon:	March 12 @ 12:00 p.m., Kellogg West

Contact

Rhonda Ostrowski
Recruitment & Retention Coordinator, College of Agriculture
Building 2, Room 114
(909) 869-3718
rlostrowski@csupomona.edu

ag ambassadors/job description09

Ag Ambassadors

Application

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Personal Information

Name		Birth Date	
Local Address (<i>street, city, state, zip</i>)		Cell Phone	
Permanent Address (<i>street, city, state, zip</i>)		Permanent Phone	
Email		Bronco Number	
Major		Option	
Class Standing	Cal Poly GPA	First Quarter at Cal Poly	Expected Graduation Date
Emergency Contact		Relationship	Phone

Availability

Will you be enrolled at Cal Poly Pomona fall, winter, and spring quarters next year? Yes No

Will you be employed during the academic year? Yes No How many hours per week? _____

Will you be able to attend the Ag Leadership class Fridays 3:00-5:00 p.m. during spring quarter 2009? Yes No

Will you be able to attend the Ag Ambassador retreat August 26-27-28, 2009? Yes No

Will you be able to attend weekly meetings on Tuesdays 12:00 p.m.-1:00 p.m.? Yes No

Will you be able to participate in at least five activities per quarter? Yes No

Essay Questions

Please answer the following questions on a separate sheet of paper. Type and staple to your application.

For new applicants:

1. Why do you want to be an Ag Ambassador?
2. How would you describe your educational experience at Cal Poly Pomona?
3. Why did you choose your major and Cal Poly Pomona?
4. List your skills and experiences that would be beneficial to your role as an Ag Ambassador, including public speaking experience.
5. What do you think is important for a prospective student to know about Cal Poly Pomona?
6. Why should you be selected as an Ag Ambassador?
7. Please list your time commitments (school, work, leadership roles, etc.) for the 2009-10 academic year.

For current Ag Ambassadors:

1. Why do you want to serve a second term as an Ag Ambassador?
2. With a year of experience, what characteristics do you feel are important for an Ag Ambassador to have?
3. What is your most favorite Ag Ambassador experience?
4. What have you gained by being an Ag Ambassador?
5. What is the most challenging aspect of being an Ag Ambassador?
6. What is one thing you would change to improve the Ag Ambassador program?
7. Please list your time commitments (school, work, leadership roles, etc.) for the 2009-10 academic year.

Resume

Please attach to this application a copy of your resume. Your resume should include information on your background including your education, extra-curricular activities, leadership experience, and work experience.

Evaluations

Two Evaluations are required to be submitted with your application. At least one must be from a Cal Poly Pomona faculty or staff member. Please list the two individuals that will be submitting Evaluations for you. Do not include friends or family.

Name	Relationship	Phone	Email

Certification

I certify that all information provided on this application is true, correct, and complete to the best of my knowledge. I hereby grant permission to the Ag Recruitment and Retention Office to verify any information I have provided on this application (including units enrolled and grade point average). I have attached my resume and two evaluations.

Signature _____ Date _____ *ag ambassadors/application09*

APPLICATION DEADLINE: Monday, February 16, 2009 @ 5:00 p.m.
Please submit your completed application to the Ag Recruitment & Retention Office, 2-114.
Questions may be referred to Rhonda Ostrowski at (909) 869-3718 or rlostrowski@csupomona.edu.

Ag Ambassadors

Evaluation

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Applicant

Please read this form completely, then enter your name and give it to a faculty/staff member, or previous supervisor, who can reasonably evaluate you. Do not use friends or family.

Name _____

Evaluator

This student is applying for the position of Ag Ambassador. Ag Ambassadors assist with recruitment and outreach efforts for the College of Agriculture by visiting high schools and community colleges, making presentations, hosting visitors to campus, and staffing booths at fairs, exhibitions, and other activities.

Please complete this evaluation to the best of your ability. It will be reviewed by the Selection Committee for the Ag Ambassador Program. All evaluations will be held strictly confidential by the committee and will be used for no other purpose than for the Ag Ambassador selection process. Your candid and detailed comments will help the Selection Committee to choose our most outstanding candidates. Thank you for your time and comments.

A. Evaluator Information

Name	Phone
Relationship to Applicant	Email

B. Please rate the applicant on the characteristics listed.

Characteristics	Excellent 1	2	Average 3	4	Poor 5	Not Known
Manages time and finishes tasks on time						
Relates well with other students/faculty/staff						
Ability to make oral presentations						
Overall communication skills						
Reliability						
Ability to work independently						
Demonstrates initiative						
Potential effectiveness as an Ag Ambassador						

C. Comments:

D. Would you want this student representing the College of Agriculture? Yes No

E. Overall evaluation: I strongly recommend. _____
I recommend. _____
I do not recommend. _____

F. Signature of Evaluator _____ Date _____
ag ambassadors/evaluation09

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Ag Ambassadors

Evaluation

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C. Comments:

D. Would you want this student representing the College of Agriculture? Yes No

E. Overall evaluation: I strongly recommend. _____
I recommend. _____
I do not recommend. _____

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ag ambassadors/evaluation09

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