

The Office of Campus Life

Skylander Ambassador Program

Application for Spring 2020



Get involved on campus!

Meet new friends!

Make amazing memories!

Add to your resume!

November, 2019

Dear Prospective Skylander Student Ambassador,

Thank you for your interest in Sussex County Community College's Student Ambassador Program for the Spring 2020 semester. While this is a very competitive application process; the friends, memories, and leadership skills you will gain make this process well worth it! Campus Life and SCCC thank you in advance for your commitment.

As much as Campus Life would LOVE to have you all serve as a Skylander Student Ambassador, the program is limited in the number of students we are able to select, and thus the selection process is quite rigorous. Skylander Student Ambassadors are called on to assist with various activities, recruitment and public relations events, and by giving campus tours to prospective students and their families. Skylander Student Ambassadors have the opportunity to work with Staff and Faculty in all departments throughout the college, and gain valuable skills along the way.

In addition to assisting as an SCCC representative in the community, you will also have the opportunity to spend the semester working with Campus Life and the Student Government Association in planning and executing campus events and activities. Highlights for the Spring 2020 semester include the **Welcome Back Week, Screen on the Green, & the Skylander Cotillion!**

If you are selected to serve as a Skylander Student Ambassador, you will gain valuable leadership skills that will serve you once you graduate from SCCC and either transfer to a four-year school or enter the workforce. Campus Life has high expectations for Skylander Student Ambassadors and that means whether you're running the popcorn machine at an Open Mic or presenting to our Board of Trustees, we expect you to conduct yourself professionally, while still having a great time. We do expect you to have stellar time management skills (but we understand that this is a learned skill and are willing to help you develop yours); the ability to speak confidently in front of a group (but we fully appreciate that this is also a learned skill and will provide ample opportunity to practice); and a willingness to put yourself out there as a top student leader.

Being a SCCC Skylander Student Ambassador is a job, just like any other job, but it's also FUN! Ambassadors are required to work a minimum of 4 or 5 hours per week throughout the semester, completing a minimum of 40, 60, or 80 hours by the end of the Spring 2020 semester. As you are considering becoming an Ambassador, think about your schedule and other obligations and take the time to consider which option works best for you. Each Ambassador will receive a work grant to be applied

during the semester of service; an \$840.00 work grant for a 40-hour Ambassador, a \$1,260.00 work grant for a 60-hour Ambassador or a \$1,680.00 work grant for an 80-hour Ambassador.

If being a Skylander Student Ambassador is the right fit for you, **WE CAN'T WAIT TO HEAR FROM YOU!** Simply follow these steps:

1. Complete the attached application.
2. Obtain a written recommendation letter from a faculty or staff member. The letter of recommendation can be emailed to arude@sussex.edu. But must be received **NO LATER THAN MONDAY, NOVEMBER 25, 2019.**
3. Submit a typed essay (the topic is described on the application). Remember to put your best foot forward, check spelling, grammar, and punctuation!
4. **Submit all hard copies to the Campus Life Office NO LATER THAN 5:00 pm on MONDAY, NOVEMBER 25, 2019. Electronic submissions must be received NO LATER THAN 11:59 pm on MONDAY, NOVEMBER 25, 2019.**
5. Personal Interviews will be conducted during the week of DECEMBER 2nd-5th, 2019. This is an opportunity to really stun Campus Life so bring you're "A" game!

If you are currently receiving or are planning to apply for Financial Aid, it is critical that you contact the office of Financial Aid as soon as possible to ensure you will not affect your eligibility for that aid if you are selected as a Student Ambassador.

If you have any questions, feel free to contact me at arude@sussex.edu.

All the best,

Amy E. Rude

Amy E. Rude
Assistant Director of Student Engagement
The Office of Campus Life D 105A
One College Hill Rd.
Newton, NJ 07860
973-300-2200



Sussex County Community College

Office of Campus Life

Skylander Student Ambassador Application Spring 2020

Name _____ Student ID _____

Mailing Address _____

Cell Phone _____ Student Email _____@student.sussex.edu

Is your cumulative GPA at least a 2.5? Yes No New Student

Major Area of Study _____

How did you learn about this opportunity? *(Please Check All that Apply)*

- College Email Current Ambassador Bulletin Board/Poster Advisor
 Campus Life Canvas Friend Faculty/Staff Other _____

High School Attended _____

Please grade yourself in each area using the following scale.

O=Outstanding E=Excellent G=Good A=Average F=Fair

_____ Attitude	_____ Leadership	_____ Creativity
_____ Public Speaking	_____ Organizational Skills	_____ Critical Thinking
_____ Communication (Written)	_____ Self-Motivation	_____ Problem Solving
_____ Communication (Verbal)	_____ Team Work	_____ Decision Making
_____ Time Management	_____ Work Ethic	_____ Interpersonal Relations



Skylander Student Ambassador Application

Prior Work or Volunteer Experience *Please begin with your most recent experience.*

Employer or Organization: _____

Dates of Employment: _____ to _____ Position: _____

Description of your duties: _____

Employer or Organization: _____

Dates of Employment: _____ to _____ Position: _____

Description of your duties: _____

Employer or Organization: _____

Dates of Employment: _____ to _____ Position: _____

Description of your duties: _____

Please List your AVAILABLE times to work as a Skylander Student Ambassador.

Monday: _____ Tuesday: _____ Wednesday: _____

Thursday: _____ Friday: _____ Saturday: _____

Sunday: _____



Skylander Student Ambassador Application

Please list any school or community activities you are currently or previously involved with.

Examples: high school and/or college clubs, organizations, community service, athletic teams, etc. Please list most recent first.

Organization/Activity	Position	Dates

Do you have any additional responsibilities that would impact your ability to successfully meet your commitment to the Skylander Ambassador program?

If YES, please list. Examples include: off-campus employment, student-athlete, student clubs, family commitments, etc.

There are several Events and Meetings that are mandatory throughout the semester, these include:

Ambassador Training & Orientation Day: January 9, 2020

Bi-Monthly Staff Meetings: January 31, 2020, February 14, 2020, February 28, 2020, March 13, 2020, March 27, 2020, April 10, 2020, April 24, 2020

Teen Arts: March 17, 2020

Spring Screen on the Green: April 24, 2020

Spring Open House: April 4, 2020

Graduation: May 13, 2020

I acknowledge that I have read and understand that if accepted into the Skylander Student Ambassador Program I am expected to be available to work on the above listed dates and in the case of a conflict it is my responsibility to give adequate notice of such conflict.

Signature _____

Date _____



Skylander Student Ambassador Application

Please responded to the following questions in the space provided.

1. Please briefly outline the responsibilities of the Skylander Student Ambassadors as you understand them.

2. Are you comfortable speaking in front of large groups? What experience do you have speaking in front of large groups?

3. What are you educational, career, and personal goals beyond completing your degree at Sussex County Community College?

Please list the Name and College email address of the Staff or Faculty member you have requested a Letter of Recommendation from.

Name _____

College Email _____@sussex.edu

I certify that all the information provided on this application is true, and acknowledge that any misrepresentation and/or withholding of information may result in rejection of this application or may be considered just cause for discharge if discovered after position begins. I also understand that incomplete applications may not be considered.

Student Signature

Date



Skylander Student Ambassador Application

Essay Topic

Please answer one of the following questions based on your application status as either a New Applicant or Returning Ambassador and attach the response to your application before submitting.

New Skylander Student Ambassadors Applicants

Please tell us why you are interested in becoming a Skylander Student Ambassador and if selected, how will you help the college and Campus Life achieve its goal of improving school spirit, student engagement and the campus atmosphere?

Returning Skylander Student Ambassadors Applicants

You are completing a semester of service in the Skylander Ambassador program, do you feel that you were able to help the college and Campus Life make strides toward the goal of improving school spirit, student engagement and the campus atmosphere? Please describe specific situations from your tenure as a Skylander Student Ambassador where you were able to impact and improve school spirit, student engagement, and campus atmosphere.

Applicant Selection Process

Each candidate for the Skylander Student Ambassador program will be graded on a 100-point scale based on the following criteria:

Application Time/Effort	(15 points)
Application Complete	(15 points)
Application Content	(15 points)
Personal Essay	(15 points)
Recommendation Letter	(10 points)
Interview Average	(30 points)



Skylander Student Ambassador Application

The follow outlines each graded category and what the selection committee will be looking at/for in each.

Application Time/Effort: Candidate took the time to follow directions, information is organized, professional, and formatted.

Application Complete: Application is intact with all pages/questions, each section was filled out with info or N/A, reference was listed, and applicant was registered for Spring 2020 during priority registration.

Application Content: Responses to questions are well thought out and complete, student shows interest in the leadership experience, demonstrates understanding of the program, and articulates a desire to be a Skylander Student Ambassador and have an impact on student engagement and school spirit that goes beyond financial benefits of the program.

Personal Essay: Response is well thought out and addresses the specific question asked. The essay has been proof-read, is well organized, and is detail rich.

Recommendation Letter: Includes how long and in what capacity the Recommender knows the Applicant and what contributions to the program that the Recommender feels the Applicant will make to the Skylander Student Ambassador program.

Interview: Each Applicant will participate in a personal interview with a panel of Interviewers from across the College. The Applicant Interview score will be based on the average of all Interviewers.

All completed applications are due to the Campus Life office (D105A) NO LATER THAN **Monday, November 25, 2019 by 5:00 pm.**

Application Checklist: *Use this list to ensure that your submitted Application is complete.*

- Completed Skylander Student Ambassador Application
- Essay Attached
- Copy of Spring 2020 Registration Attached (*all candidates MUST be registered during Priority Registration*)
- Copy of unofficial transcript attached (*available on your student portal*)
- Recommendation Letter has been requested. Letter MUST be received by Monday, November 25, 2019 by 5:00 pm to be counted toward the Selection Process. Letters can be emailed to Amy Rude at arude@sussex.edu