

Blue Ridge Community College Student Ambassadors Participation Agreement

The Student Ambassador program is a selective program of emerging student leaders who embody the spirit of Blue Ridge Community College (BRCC). You are expected to represent the college in a manner that shows you are proud to be a BRCC student. Because of this, there are requirements that you will be expected to meet while serving as an Ambassador. Failure to meet any or all of these requirements could result in your dismissal.

MEETINGS: The Ambassadors meet **monthly** (no more than twice a month). **Meetings to be held based on ambassador schedules.** (Additional meetings may be called as necessary by the Ambassador sponsor.) If you are absent from a meeting, it is your responsibility to check with the Ambassador sponsor about anything occurring during the meeting of which you need to be aware.

COMMUNICATION: You must check email and group messages about upcoming events and tours.

REQUIRED EVENTS: You will be expected to participate in the events that require College representation. See the sample list of events for an idea of the commitment required.: You will also be required to sign up for specific foundation, alumni, and recruiting events as well as support other club-sponsored student activities. You must follow the instructions and guidelines given by BRCC faculty and staff for working events. If you are assigned to an event and cannot attend, it is *your* responsibility to find another Ambassador to cover for you with the permission of the sponsor. Failure to meet these requirements is grounds for dismissal.

CAMPUS TOURS: Each Ambassador will need to be available to conduct campus tours (minimum of four tours per year) as they are scheduled throughout the year by the Student Services Department. You will be assigned dates that you are responsible for tours in advance so that you can plan your schedule around you assigned tour dates. If you cannot conduct a scheduled tour during your assigned rotation, you assume the responsibility of finding another Ambassador who can conduct the tour and notifying the sponsor. You will be given a tour script to follow. You must adhere to the layout of the script and follow it closely so that all tours are consistently informative. Training will occur as seen fit by the sponsor.

DRESS: Men – dress pants, Ambassador shirt, button-up dress shirt and tie, appropriate dress shoes, and khaki pants; women – dress pants, Ambassador shirt, appropriate dress shoes (NO FLIP FLOPS, JEANS, or YOGA PANTS). Name tags must be worn at all events. For some events you will be allowed to wear your Ambassador T-shirts. You will be provided a shirt and name tag. You must provide additional apparel. It is your responsibility to know and adhere to the dress code for each event. *Check with the Ambassador sponsor regarding appropriate dress.*

GRADE POINT AVERAGE: Ambassadors must maintain a 2.5 GPA to be eligible for participation in the organization. GPAs will be checked at the end of every semester and intermittently throughout the semester. Failure to meet the required GPA will result in dismissal.

BEHAVIOR: Be Professional: You are representing the college and your speech and your conduct are a direct reflection of the college at all times. This includes your conduct on social media sites. Ambassadors found in violation of inappropriate social media conduct will be dismissed. **Be Responsible:** It is your responsibility to keep up with events and information you need to know as an Ambassador. **Be Dependable:** Your role as an Ambassador is an important one; people count on you to keep your commitments.

HISTORY OF BRCC: Become educated about the history and purpose of Blue Ridge Community College. Be familiar with programs offered, departments and essential information on campus tours given to incoming and transfer students, parents and other campus visitors. Share the experiences and knowledge gained as a student at BRCC.

MISCONDUCT: As a student ambassador, you are held to high standards and are expected to attend all meetings, be present and professional at all events. Failure to adhere to these guidelines could result in dismissal. Your first offense will result in a probationary period pending for the remainder of the semester. During this period, a second offense will result in automatic dismissal. All disciplinary action is subject to change without notice and is at the discretion of the sponsor.

SCHOLARSHIP: Those students who have received a full tuition Ambassador Scholarship must adhere to the requirements outlined in order to keep the scholarship. Any violation or failure to meet requirements will result in a loss of scholarship.

You must represent BRCC with a positive attitude, willing to serve wherever needed and encourage other Ambassadors to keep their commitment to the organization.

I have read this agreement, and by signing below, I agree to its terms and the requirements expected of me as a Blue Ridge Community College Ambassador contingent upon being accepted in to this organization. I understand that failure to meet the requirements listed in the participation agreement will result in dismissal from the program.

Signature: _____

Date: _____