

2018-19 ECC Ambassador Program

Who are the Ambassadors?

- A diverse group of El Camino College students who are enthusiastic and visible student leaders
- Tour guides for new and prospective students and their families
- Students who can share first-hand information about the El Camino College experience
- Responsible and caring students who participate in community events
- Staff for campus information tables during Welcome Week
- Students who are eager to connect students and visitors to El Camino College staff, faculty, programs, and services
- Representatives for El Camino College and are always willing to help
- Staff for the Financial Aid Lab and the Student Services Center Information Desk

To become an Ambassador, you must:

- Have a minimum 2.5 GPA at El Camino College, or have a 3.0 GPA from high school if this is your first semester at El Camino College (verified by submission of high school transcripts)
- Be willing to provide assistance and effectively relate with people of diverse cultural, social, and educational backgrounds
- **Submit a completed application, resume, and high school transcripts (if applicable) by the posted deadline**

Once hired as an Ambassador, students will be required to:

- Attend mandatory initial training sessions and all other subsequent training sessions
 - Initial training will take place July 6-7, 2018 from 9:00 a.m. to 5:00 p.m.
- Complete paperwork for Human Resources, including a valid Live Scan (fingerprinting)
- Read and respond to all emails in a timely matter
- Maintain a minimum 2.5 GPA at El Camino College and be enrolled in a minimum 6 units
- Maintain professional conduct when representing El Camino College

Keep this page for your information.

Applications are available at the following locations:

- Online at bit.ly/ambassadorecc
- Student Services Center Lobby, Information Desk
- Student Services Center, Room 206

If you have questions, please email oasr@elcamino.edu or call (310) 660-3487.

Submit the following documents in a sealed envelope:

- Application**
 - Resume**
 - High School Transcripts** (required for incoming first-year students, unofficial ok)
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DEADLINE TO APPLY

FRIDAY, APRIL 27, 2018 at 4:00 PM

Please submit materials in a sealed envelope.

Materials may be submitted to staff at the Information Desk
located in the Student Services Center Lobby (SSVC)
or to the Office of Outreach and School Relations, SSVC 206.

Drop-off hours are:

Monday-Thursday 8:00 a.m. to 6:30 p.m.

Friday 8:00 a.m. to 4:00 p.m.

Application for the El Camino College Ambassador Program 2018-19

Please provide all requested information using the lines provided below.

Last Name: _____ First Name: _____ M.I. _____ ECC ID Number: _____

Street Address: _____ City: _____ State: _____ Zip: _____

El Camino Email Address: _____ Alternate Email Address: _____

Cell Phone: _____ Home Phone: _____ Receive Texts?
Yes No

Do you have a CA Driver's License? Do you own or have reliable access to a car?
Yes No Yes No

Do you have a Facebook account? Have you ever been employed by ECC? If so, which department?
Yes No Yes No _____

EDUCATION

College/University Name: _____ Number of Units Completed: _____ Major/Minor: _____

List your participation in any clubs, organizations, or extracurricular activities:

How many units will you take in Fall 2018 Semester? How many in Spring 2019? (Please estimate)

When will be your final semester at ECC? (Semester and year, please estimate)

List any additional Colleges/Universities attended and unit/major information (if applicable):

High School Name: _____ High School Graduation Year: _____

List your participation in any clubs, organizations, or extracurricular activities:

I hereby give permission to ECC staff to review my academic record to determine if I meet the minimum GPA requirement in consideration of my application to the ECC Ambassador Program:

Initial here: _____

ADDITIONAL INFORMATION (attach additional sheet if necessary)

Why did you decide to enroll at El Camino College?

What qualities make a team function successfully? Please provide an example of a time you worked as part of a team. What could have been changed to improve the success of the team?

What do you hope to gain as an ECC Ambassador?

How do you define integrity? Please elaborate.

If you had to describe yourself in one word, what would it be?

REFERENCES (please only include individuals from professional arenas, including faculty or teachers)

1. Name/Title:	Company/Organization:	Relationship:
_____	_____	_____
Email Address:	Telephone Number:	Best time to call:
_____	_____	_____
2. Name/Title:	Company/Organization:	Relationship:
_____	_____	_____
Email Address:	Telephone Number:	Best time to call:
_____	_____	_____

As an ECC Ambassador, I am aware that:

- My assignment will rotate every month between either the Information Desk or Financial Aid Lab, and General Events.
- Scheduled hours will vary week-to-week and by pay period.
- Assigned work will be determined by my availability.

I hereby certify that all statements on this application are true and complete to the best of my knowledge and belief. If employed, I understand that any falsification of this record or failure to disclose fully the information requested therein may be considered cause for termination. If hired, I also understand that I will sign an Ambassador contract that clearly states my duties and expectations for the duration of my employment. Any break in the contract can also lead to termination.

Signature

Date

APPLICATION DEADLINE
FRIDAY, APRIL 27, 2018 at 4:00 PM

All Applicants: Please submit a completed application and resume.
***Incoming freshmen must also submit high school transcripts (unofficial ok).**

Please submit materials in a sealed envelope to:

Outreach and School Relations
Student Services Center, Room 206
El Camino College
16007 Crenshaw Blvd.
Torrance, CA 90506

Materials may also be submitted at the Information Desk located in the Student Services Center Lobby.

Drop-off hours are:
Monday-Thursday 8:00 a.m. to 6:30 p.m.
Friday 8:00 a.m. to 4:00 p.m.

Interviews will take place in May. Employment begins in July.
This is a one-year commitment for the 2018-19 academic year.

For questions, please call (310) 660-3487 or email oasr@elcamino.edu

The El Camino Community College District is committed to providing an educational and employment environment in which no person is subjected to discrimination on the basis of actual or perceived race, color, ancestry, national origin, religion, creed, age (over 40), disability (mental or physical), sex, gender (including pregnancy and childbirth), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or retaliation; or on any other basis as required by state and federal law.