



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE

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UNIVERSITY HONORS

## University Honors Ambassador Position Description (Fall 2024)

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### Position Summary

University Honors strives to enrich each scholar's experience by offering unique opportunities that support our core values of intellectual curiosity, critical awareness, social responsibility, and personal integrity. In collaboration with campus, community, and global partners, we combine carefully crafted honors coursework and specialized programming with high-impact practices such as living-learning communities, study abroad, research, internships, and service to prepare scholars to become lifelong learners and leaders in their respective communities.

University Honors Ambassadors are selected each spring to serve as representatives of our programs at various events around campus. Throughout the academic year, Ambassadors are called upon to meet with prospective students during campus and attend various admissions events both on and off campus. As an Ambassador, students must have availability to participate in events on select weekends and evenings. If all requirements are fulfilled, Ambassadors are eligible to receive a bi-weekly stipend that combines to at least \$500 for the semester.

Honors Ambassadors are required to participate in a weekly training course during the fall semester. During the Fall 2024 semester, the training course will take place on Wednesdays from 4:10 to 5:00 p.m.

### Qualifications

- Must be a current or past member of a University Honors program
- Minimum one academic year completed at UT
- Must be available to attend the weekly training on Wednesdays from 4:10 to 5:00 p.m.
- Commit to being an Ambassador for the full 2024-25 academic year
- Good academic and disciplinary standing with UT and University Honors
- Minimum cumulative GPA of 3.5
- Passionate about helping prospective students and families navigate the application process
- Passionate about the UT and University Honors experience
- Knowledge about University Honors programs
- Excellent oral and written communications skills



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## **Expectations & Responsibilities**

- Act as a positive representative of University Honors
- Become University Honors experts and share accurate information with prospective students
- Attend weekly training course to receive ongoing training and discuss upcoming events
- Bring a positive attitude into the classroom and to interactions with prospective students
- Conduct one-on-one visits with prospective students and families
- Participate in university-wide admissions events
- Meet the required minimum participation in events each semester
- Assist with University Honors events as needed (i.e. orientation, graduation banquet)
- Build community within the Ambassador cohort
- Demonstrate positive school spirit

## **Time Commitment**

### ***Fall 2024***

UNHO 107: Ambassador Training Course | Wednesdays 4:10 - 5:00 p.m.

Various admissions and recruitment events throughout the semester, including occasional weekends and evenings

### ***Spring 2025***

UNHO 107: Ambassador Bi-Weekly Meeting | TBD

Various admissions and recruitment events throughout the semester, including occasional weekends and evenings

## **Application & Interview Process**

- The University Honors Ambassador Application will open on May 17, 2024 and can be found on the University Honors website.
- Application Deadline is June 24, 2024 at 11:59 p.m. (Eastern)
- A reference form for each applicant must be submitted by July 1, 2024 at 11:59 p.m. (Eastern). The form can be found on the University Honors website.
- Following the deadline, students who are invited to continue in the selection process will be notified via email to sign up for a virtual interview