



## Academy Student Ambassador Program Mary G. Montgomery High School

### PROGRAM DESCRIPTION

Student Ambassadors are a small group of students dedicated to the positive promotion of Mary G. Montgomery High School. **These students must be in grades 10-12.** They will work on a volunteer basis to serve as liaisons between the community and prospective students. Student Ambassadors are visible at many campus events held for prospective students and families and work in conjunction with other groups when necessary. Student Ambassadors have the unique opportunity to develop and receive training in communication, public relations, marketing and interpersonal skills.

#### **Student Ambassadors may be asked to volunteer for the following events:**

- Welcome Alumni and Guests
- Building Tours
- Respond to Student Questions
- Open House
- Student Recruitment Events
- Academy Showcase
- Advisory Partner Meetings

### **JOB DESCRIPTION**

Bearing in mind that Student Ambassadors serve as an essential component to MGM High School's Public Relations effort, several responsibilities are placed on the Student Ambassador. The MGM Ambassadors, a member group sponsored by MGM High School Academies, work closely with alumni, school administration and community groups to promote MGM. As official ambassadors of the school, this group is available to assist with event hosting responsibilities. This elite group is trained to host VIP's and is knowledgeable about MGM school history. Ambassadors also will provide campus tours and welcome alumni and guests to Mary G. Montgomery High School. Ambassadors will mostly be helping during the school day at MGM, but there will be opportunities for events at other schools, at night, and on weekends.

#### **Responsibilities:**

- Represent the student body as a host
- Act as an ambassador from the student body to prospective students and families at above mentioned events
- Assist in the recruitment of future Student Ambassadors

#### **Rewards**

- Potential for future leadership as an Ambassador Officer as an upperclassman
- Sharpen communication and public speaking skills
- Improve interpersonal and conversational skills
- Enhance confidence when speaking and interacting with many members of the MGM community
- Develop networking skills through participation at exciting events
- Develop leadership to use in college and beyond

## Qualifications

- GRADES 10-12**
- Minimum 2.85 GPA
- Completed Application
- Strong work ethic and responsibility
- Good discipline standing
- Enthusiastic and positive attitude
- Willingness to develop and improve marketing and communication skills
- A sincere desire to help MGM and to foster the school's positive reputation
- Teacher recommendation

### **Student Ambassador Program Requirements:**

To remain an active Academy Student Ambassador you must attend ALL meetings and required events, 1 training session, actively participate in volunteer offerings, and conduct ALL ambassador actions in a professional manner. Failure to do so, results in immediate disqualification of position by the school administration. If chosen as an Academy Student Ambassador, the student will be responsible for a uniform of black pants or black skirt/skort, white button down shirt, and black shoes. The black skirt/skort must be appropriate length. An official blue blazer is on hand for students to put on for events, but not to take home. All blazers must be returned to the Academy office at the end of the event.

\*\*\*There is a \$25 fee that will go towards the upkeep of the student's blazer. A t-shirt and professional name tag will also be provided for them.

\*\*\*Students are welcome to buy their own personal blazer through MGM at a cost of \$100.

\*\*20 hours of volunteer offerings that are available to you.

\*Ambassador boot camp- This is a one day training session to acclimate the student to MGM, leadership, and how to conduct events. Required for participation in Academy Ambassador

\*Tentative: September 2nd at MGM

\*8:00-2:00

## **Student Ambassador Interviews**

**Application Deadline: Thursday, August 19th by 2:35 pm.** Return completed applications to Mrs. Price's room/box (101) or emailed to tprice1@mcpss.com. No late applications will be accepted. Applications will not be accepted before the 1<sup>st</sup> day of school, August 11<sup>th</sup>.

Ambassador interviews will take place August 26th. Students that meet the minimum criteria for the selection process will be contacted for an interview time on August 23rd. List will be posted outside room 101 and on the Academy Ambassador website. *Only completed applications will be accepted.* The interview will consist of a brief interview then a 5 minute tour of the school conducted by the applicant. The applicant will take the interviewer on a tour of the school showcasing their school/academy knowledge and how well they can host visitors to our school. Please make yourself knowledgeable of school/academy information. You may use any resources available including school website, social media, and faculty.

# MGM Academy Student Ambassador Application 2021-2022

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Current G.P.A \_\_\_\_\_ Current Academy: \_\_\_\_\_

Email (one you check regularly): \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

- I have participated in the Leadership Class at MGM
- I have NOT participated in the Leadership Class at MGM

Teachers may write a separate reference, seal it, and deliver to Mrs. Price or staple to this form an envelope containing recommendation instead of filling out this portion. But either way students must have 2 references. Does not have to be a current teacher, just one that can speak about you well.

Reference 1: (MGM Teacher)

Teacher Name: \_\_\_\_\_

Teacher Comments: \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_

Teacher Signature: \_\_\_\_\_

Reference 2: (MGM Teacher)

Name: \_\_\_\_\_

Teacher Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Teacher Signature: \_\_\_\_\_

Parents,

Please sign below stating that you have read the above qualifications and responsibilities.

**Parent Signature:** \_\_\_\_\_

**Please answer the following questions (neatly):**

1.) Why do you want to become an Ambassador? Please describe how becoming a Student Ambassador will help you with your future goals.

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2.) What are some qualities you possess that would make you an effective Ambassador?

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3.) In your opinion, what are some issues incoming students face, academically and socially, during their transition in to high school?

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4.) One of the roles of a Student Ambassador is to create events that help fulfill a need of the student body. What is an idea for one event you would like to develop at MGM through the Student Ambassador Program?

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5.) What other groups and/or activities are you involved in on and/or off campus?

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6. What academy are you currently enrolled in and why did you choose it?

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