

# **Fall Welcome 2009**

## **Fall Welcome Ambassador Application**

Thank you for your interest in the Fall Welcome Ambassador position. We are excited to begin the selection of our team of leaders for this program.

### **What is the Fall Welcome program all about?**

Fall Welcome is a four-day transition program designed to build connections between first-year students and the WMU community. The goal of Fall Welcome is to help first-year students with their academic and social transition to college life at Western Michigan University. This program will build on the foundation created during New Student Orientation.

### **How will Fall Welcome benefit me as a WMU student?**

Making connections throughout your college experience is crucial for success. As a Fall Welcome Ambassador, you will have the opportunity to make and enhance connections with the faculty, staff, and a variety of students from the WMU community. In addition, Ambassadors will develop skills in group problem solving, conflict resolution, interpersonal communication, and team building. Fall Welcome will also provide students with the opportunity to interact with a diverse population of students, fostering skills important for future employment.

**Return applications to the Fall Welcome Office  
1535 Ellsworth Hall**

**Deadline: July 2, 2009 by 5 p.m.**

**For more information, e-mail:**

**Fall-Welcome@wmich.edu**

# Fall Welcome 2009

## Fall Welcome Ambassador Description

### RESPONSIBILITIES

- Facilitate a small group of first-year students
- Encourage positive student interactions
- Acquaint new students with campus services, activities, and facilities
- Assist with various aspects of program implementation
- Foster the development of WMU pride
- Be a positive role model to incoming students
- Complete a formal evaluation of the Fall Welcome program

### QUALIFICATIONS

- Excellent communication skills
- Ability to relate well with students, parents, faculty, and administrators
- Commitment to Western Michigan University
- Demonstrate interest in helping others
- Good organizational skills and flexibility
- 2.3 minimum grade point average at the time of application
- Enrolled in classes at WMU during Fall 2009
- Ability to work as an effective and productive team member
- Commitment to advancing Character, Citizenship, Civility, and Diversity
- Good disciplinary standing with the University
- Cannot be a Bronco Buddy or Resident Assistant (R.A.) due to schedule conflicts

### BENEFITS

- Early move-in for all Ambassadors living on campus and free meals for all Ambassadors
- Free Fall Welcome and WMU attire
- Free training in all areas related to Fall Welcome

### TIME COMMITMENT

- Attend Fall Welcome Ambassador training Friday, August 28 through Sunday, August 30
- Participate in Fall Welcome the week of August 31-September 4, 2009

### APPLICATION PROCESS

- Completed application must be submitted to 1535 Ellsworth Hall by Thursday, July 2 at 5 p.m.
- New ambassador applicants only will be required to have a interview by phone or in person
- Returning ambassadors will be individually interviewed if necessary

**Please be advised that you are not covered by Western Michigan University's Medical insurance while serving as an Ambassador.**

# Fall Welcome 2009

## Fall Welcome Ambassador Application

Please type or clearly print:

Name: \_\_\_\_\_ Student WIN: \_\_\_\_\_

Current Address: \_\_\_\_\_ Current Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_

Summer Address: \_\_\_\_\_ Summer Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_

Year in School: Fr. So. Jr. Sr. Grad. Are you a returning Ambassador? \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ GPA: \_\_\_\_\_

Shirt Size: \_\_\_\_\_ Living On Campus Fall 2009: Y N If so, where: \_\_\_\_\_

Special Dietary Needs (vegetarian, allergies, etc.): \_\_\_\_\_

**Please respond to the following question on a separate sheet of paper.  
(Response must be typed and is limited to one page):**

### **New Ambassador Applicants Only:**

Why would you like to be a Fall Welcome Ambassador, and what skills would you bring to the position?  
When responding, you may wish to include past leadership, diversity, and other relevant experiences.

### **Returning Ambassador Applicants Only:**

What did you enjoy the most about your previous Fall Welcome experience?  
What can you contribute as a returning Ambassador?  
If you could change anything about the Fall Welcome program, what would it be?

### **New Ambassador Applicants Only (returning ambassador applicants DO NOT need one reference):**

List the name of one WMU faculty or staff members (not R.A.'s) to whom you have given a recommendation form. If you are a first-year or transfer student at WMU, you may use high school or community college personnel for your references.

I have read and understand the attached responsibilities, requirements, and time commitments. I certify that the information herein is accurate to the best of my knowledge. You have my permission to verify my grade point average and disciplinary standing.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Deadline: Thursday, July 2 by 5 p.m.**

Please return completed application to 1535 Ellsworth Hall

**Please be advised that you are not covered by Western Michigan University's Medical insurance while serving as an ambassador.**

# 2009 Fall Welcome Ambassador Recommendation Form

## Section To Be Completed by Applicant Prior to Distribution to Evaluator

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

The Family Educational Rights and Privacy Act of 1974 provides the student with a right of access to this form. This right may be waived, but no school or person can require the student to waive this right. Check a statement and sign below.

- I waive my right to review this recommendation form.
- I do not waive my right to review this recommendation form.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### To the Evaluator:

This student is applying for the position of Fall Welcome Ambassador. If chosen, this student would assist first-year students with their academic and social transitions into college; acquaint first-year students with campus services, activities, and facilities; and connect these students with WMU, other students, faculty, and staff. You can assist in the selection process by completing this form. Return the form directly to the Fall Welcome Office, 1535 Ellsworth Hall, by July 2, 2009. If you have questions, please e-mail the Fall Welcome Coordinator at: [adrienne.fraaza@wmich.edu](mailto:adrienne.fraaza@wmich.edu).

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

Phone: \_\_\_\_\_ How long you have known the applicant: \_\_\_\_\_

In what capacity: \_\_\_\_\_

**Abilities:** Use the scale to assess the following skills.

5=Excellent    4=Good    3=Average    2=Fair    1=Unacceptable    NA=Not Applicable

- \_\_\_ Ability to manage time and finish tasks on time
- \_\_\_ Ability to solve problems
- \_\_\_ Ability to relate well with students, parents, faculty, and administrators
- \_\_\_ Ability to communicate effectively on an individual basis
- \_\_\_ Ability to listen and follow directions
- \_\_\_ Ability to present a positive image of WMU
- \_\_\_ Ability to work as part of a team

Please briefly describe the applicant. Please feel free to make any additional comments about this applicant on the back of this form.

I  Do not recommend    Recommend with reservations    Do recommend    Strongly recommend the applicant

Evaluator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluator must return this recommendation form by Thursday, July 2, 2009 by 5 p.m. to  
The Fall Welcome Office  
1535 Ellsworth Hall, Kalamazoo, MI 49008 Mail stop: 5285  
E-mail: [adrienne.fraaza@wmich.edu](mailto:adrienne.fraaza@wmich.edu) Fax: 269-387-2377