Jones Center Ambassador Position Description

The Jones Center Ambassadors (JCAs) are a group of leadership and service peer educators dedicated to serving the campus and community as an educational resource. The JCAs are involved in a variety of events servicing the campus community and greater Knoxville area. As the official ambassadors of the Jones Center for Leadership and Service (JCLS), the JCAs are a paid leadership experience within the office that exist to connect fellow students to leadership and service experiences. This purpose is met by presenting programs to various campus groups on topics related to leadership & service, and serving community needs through education, service & reflection.

Jones Center Ambassadors’ Responsibilities:
- Provide students, organizations and the Knoxville community with leadership resources, services, and information about UT
- Present programs to organizations on topics including communication, leadership styles, values, teambuilding, and general office information.
- Partner with community agencies to plan and execute service events for students
- Encourage leadership development through the process of reflecting on experiences
- Develop unique marketing plans and tabling opportunities to support and encourage all JCLS office programs

Jones Center Ambassadors’ Commitments:
- Attend LSA class every Tuesday of Spring semester from 12:30 - 1:30 PM.
- Attend weekly LSA Meetings every Wednesday from 4 – 5 PM throughout your LSA term.
- Participate in the LSA student leader retreat, January 10-12, 2020
- Attend and serve in a leadership capacity for the MLK Jr. Day of Service on Jan. 18, 2020
- Serve in a volunteer capacity for the 2018 CMJ Leadership conference on March 7, 2020
- Lead at least 1 program or service opportunity and assist with a minimum of 3 program or service opportunities per semester.
- Assist with two VOLServe events per semester (in addition to assisting with the MLK Day of Service)
- Oversee and respond to campus and community partner requests through planning leadership programs, planning and executing service opportunities, and volunteering with fellow student at various events.
- Assist in recruitment and training of new LSAs
Jones Center Ambassadors’ Qualifications:
- Demonstrate a desire and willingness to learn more about leadership and service in the campus and community and show initiative when called upon to lead and serve.
- Be reliable, responsible, confident, and flexible
- Possess effective communication skills in order to facilitate group discussions, presentations and collaborate with community partners
- Display a willingness to help others and enjoy working with people
- Demonstrate a commitment to UT, and developing the leadership and citizenship of its students
- Serve as a role model for all other undergraduate students at the University of Tennessee
- Demonstrate a positive attitude at all times and the ability to show respect for peers, advisors, and students.
- JCAs must have and maintain a 2.5 minimum GPA, be in good academic standing with UT, uphold the University standards of conduct and attend ALL required JCA meetings.
- JCAs are allowed one absence from meetings/class per semester. Those who are repeatedly late to meeting/class and accumulate more than one absence will need to meet with staff member/GA to talk about their status as an JCA.

Career Readiness Competencies:
As a result of the Jones Center Ambassador position, students will develop the following Student Leadership Competencies:

- **Collaboration**
  - Students will learn how to work collaboratively with peers through the sharing of ideas and distribution of responsibilities to achieve a common objective

- **Group Development**
  - Students will learn skills to help groups develop a sense of shared purpose, commitment, and trust to increase group productivity.

- **Social Responsibility**
  - Students will learn beneficial ways to engage with the community in an effort to foster healthy and supportive communities.

- **Facilitation**
  - Students will learn how to manage intergroup dialogue and direct the flow of discussion by asking prompting questions and helping the group reach the best conclusion possible.

**THIS IS A PAID STUDENT LEADER POSITION.**
If all the above responsibilities are fulfilled to the best of your ability, the Jones Center Ambassador will receive $7.25/hour for time spent planning and executing leadership programs and service experiences.