



Murray Center for Women in Technology “Ambassadors Program” Application

Thank you for your interest in the Murray Center “Ambassadors Program”. We are very excited to begin the selection of our team of Student Ambassadors who will represent the Murray Center. Please be sure to complete the entire application package, including essays and references.

Interest Meetings

Meeting #1 - Wednesday, October 1st 3:00 pm
290 Campus Center

Meeting #2 - Wednesday, October 10th – 3:00 pm
290 Campus Center

Application Deadline
October 22nd

How will the Student Ambassadors program benefit me as a NJIT student?

- Build your leadership & communication skills
- Enhance your relationships with your peers, faculty and staff
- Receipt of valuable advice from NJIT alumnae
- Develop program planning & event organization skills
- **Earn a \$100.00 service award grant per semester**

MURRAY CENTER AMBASSADOR RESPONSIBILITIES

Responsibilities:

- organize and participate in outreach, leadership, community service projects and career development experiences for current and prospective NJIT women students
- provide support to first year women students transitioning from high school to NJIT
- serve as a resource and role model
- organize and participate in opportunities for first year women students to increase their networks within NJIT
- help women students adjust to life at NJIT by developing strategies for a successful college career and
- help women students get connected to their classmates and have some fun

Qualifications:

- Minimum of 2.5 grade point average at time of application and during employment
- Undergraduate sophomore, junior or senior woman student
- Good disciplinary standing
- Great communication skills
- Ability to work well with students, faculty, and parents
- High level of school spirit
- Good organizational skills and flexibility
- Ability to work well with others

Time Commitments:

- Must attend Fall & Spring Retreat/orientation
- Group must meet once every two weeks
- Attend all Ambassador organized events
- Group must organize at least 1 event per month for women students
- Successfully complete orientation
- All Ambassadors must wear Murray Center apparel to all major events

Compensation:

- \$100 per semester for up to 15 Student Ambassadors
- Murray Center t-shirts and jackets will be provided upon completion of the training retreat/orientation in Fall and Spring semesters

Application Process

Application must be submitted by the candidate with recommendation forms attached. An interview date and time will be emailed to you after your application is completed.

All information is subject to change without notice



Ambassador Application Check List

___ Completed Application

___ Resume (Please attach)

___ Personal Reference #1

___ Personal Reference #2

___ Essay Completed

Murray Center Ambassador Application

PLEASE PRINT

Full Name: _____ Date: _____
Last First M.I.

Home Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Campus Address: _____
Residence Hall Room Number

Home Phone: () _____ Personal Email: _____

Cell Phone () _____ NJIT Email: _____

Are you a undergraduate sophomore, junior or senior woman student?
 YES NO

Is your G.P.A 2.5 or better?
 YES NO

Major:		Minor:	
Have you ever organized an Event or Activity?			Yes <input type="checkbox"/>
If so, explain your role			No <input type="checkbox"/>

List 3 positive qualities you possess		
1.	2.	3.
What are your 3 most important college activities/clubs and/or groups?		
1.	2.	3.
What positions have you held in any of the above?		
1.	2.	3.
List your 2 most important activities outside of NJIT:		

1. _____ 2. _____

*I certify that my answers are true and complete to the best of my knowledge.
 If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: _____ Date: _____

Essay Question:

Please answer the two essay questions below. You may either handwrite or print your essay in the space provided and attach extra sheets if necessary.

1) *Explain why you think it is important to provide opportunities for women students to make connections?*

2) *What do you believe would be the most important aspect of being a Murray Center Ambassador and what contributions do you hope to make as an ambassador?*

Murray center ambassadors reference form

To the applicant: Under the provisions of the Family Educational Rights and Privacy Act of 1974, this applicant will have access to the information provided below unless he/she has waived such access:

Name of Applicant (print): _____

- I hereby waive my right of access to the material recorded below
 I DO NOT waive my right of access to the material recorded below

Signature of Applicant: _____

Date: _____

To the reference: The Murray Center seeks mature, compassionate, and committed students to be Student Ambassadors. The Applicant named above has chosen you to let us know more about him/her and why we should consider him/her in the selection process. Please feel free to omit any questions that you do not feel qualified to answer. Please type or print clearly in blue or black ink. Feel free to attach additional pages if necessary.

Please return this reference form to Talina Knox, Assistant Director, Murray Center for Women in Technology, 265 Campus Center or e-mail your comments to knoxt@njit.edu.

1. How long have you known the Applicant? In what capacity?
2. Please evaluate the Applicant's ability to work with others. What qualities help or hinder the Applicant?
3. What are the Applicant's strengths?
4. In what areas do you think the Applicant needs to grow?
5. Please describe the Applicant's leadership skills.

Please check the box that you feel best describes the Applicant:

CHARACTERISTICS	Very High	High	Average	Low	Very Low
Oral Communication					
Interpersonal Skills					
Listening Skills					
Time Management					
Managing Conflict					
Problem Solving					
Leadership					
Ability to Conceptualize					
Creativity/Innovation					
Risk-taking					
Visioning					
Coordinating					
Decision-Making					
Planning and Organizing					
Written Communication					

Additional Comments:

Overall, how would you rate the Applicant?

- | | |
|---|---------------------------------------|
| 1 Exceptional, a rare find _____ | 4 Recommend, no strong feelings _____ |
| 2 Very good, no reservations at all _____ | 5 May be okay-some reservations _____ |
| 3 Good, better than many _____ | 6 Weak, should be discouraged _____ |

Name (print): _____

Date: _____

Occupation/Position: _____

Phone: _____

Email Address: _____

Signature: _____

Murray Center Ambassadors Program

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