

**CALS Ambassador Application Academic Year 2024-2025**

\**Keep this information for your reference*

The College of Agricultural and Life Sciences (CALS) Ambassadors are a select group of students representing all departments within our college. The CALS Ambassadors play a vital role in assisting the college in recruitment and retention of highly qualified students. The selection process is competitive.

The Ambassadors work closely with the CALS Academic Programs Office and have the opportunity to develop communication and leadership skills, exercise professionalism, network with professionals and establish working relations with faculty, students, staff and administrators across the University of Idaho. Ambassadors participate in recruitment and promotional activities, as well as alumni and donor events. Travel (at the expense of the college) is required.

Serving as a CALS Ambassador is both an honor and a distinction. Being a CALS Ambassador requires a substantial time commitment. There is academic credit (2 credits in fall and spring semesters) offered for participation, and the term of service within the CALS Ambassador program will be for a minimum of one year.

**Application Packet: Due Friday, March 8, 2024, at 5 p.m.**

Submit application to Kacie Hoffman, Ag Science Building Room 65 OR electronically at kacieh@uidaho.edu.

Questions? [email kacieh@uidaho](mailto:audrac@uidaho.edu).edu or call 208-885-7984

* Application (incomplete applications will not be accepted)
* Professional resume
* One recommendation sheet (you will need to provide the included sheet to an advisor, faculty, or staff member at U of I, preferably from CALS)

**Select Interviews:**

Application review will occur the week after spring break. Interviews are anticipated to occur within 1-2 weeks after application review (times and location TBA). You will be notified if you have been selected for an interview time by Tuesday, March 26.

**Selection Process:**

1. Applications will be evaluated by a committee comprised of college representatives including current CALS ambassador(s), faculty, staff and administration.
2. Selected applicants will be contacted to arrange interview times.
3. Interviews consist of a short presentation followed by a short set of interview questions.

**Criteria for Selection:**

Applicants ***must:***

* Be a full-time student in the College of Agricultural and Life Sciences
* Have a minimum 3.0 cumulative GPA
* Have completed two semesters at the University of Idaho by the Fall of 2024
* Be able to commit to at least one year of service
* Be able to effectively manage your time
* Be willing to participate in evening and weekend events
* Be available and willing to travel to schools and other campuses during the week
* Be able to attend all classes (typically Tuesdays 5:30-6:30 pm)
* Be able to attend a one-day spring training retreat
* Be able to attend a weekend fall training retreat

Fall Training: typically depart Friday afternoon and return Saturday evening (in August)

* Be professional, highly motivated, enthusiastic, dependable, knowledgeable, and sincere in representing the University of Idaho College of Agricultural and Life Sciences
* Students planning to take 18 or more credits will be reviewed on a case-by-case basis

**Primary Required Activities/Events** *\*This is subject to change based on recruitment needs. Some events may occur in the evening or on weekends.*

Fall Semester (2 credits):

\*Fall semester classes will meet once a week (usually Tuesday from 5:30-6:20 PM)

* CALS Ambassador Fall Retreat (Weekend in August)
* CALS Back to School Picnic (September)
* Latah County Fair (September)
* CALS Days (Weekend in September or October)
* Envision Idaho #1 or #2 (September and October)
* CALS 1908 Tailgates (September through November)
* CALS Networking Night (October)
* Food For Finals (December)
* Approximately 2 days of high school visits
* Prospective/Inquiry/Admitted student communication

Spring Semester (2 credits):

\*Spring semester classes will meet once a week (usually Tuesday from 5:30-6:20 PM)

* CALS Networking Night (February)
* CALS Ambassador Open House (February)
* UIdaho Bound (March or April)
* Etiquette Dinner (March)
* CALS Awards Banquet (April)
* CALS Ambassador Training (April or May)
* Food for Finals (May)
* Admitted/Enrolled student communication



**2024-2025 CALS Ambassador Application**

**Application Deadline Friday, March 8, 2024, 5 p.m.**

**\*Application must be legible\***

\*Submit this application accompanied with your resume and recommendation sheet to:

Kacie Hoffman, Agriculture Science Building Room 65 or electronically at [kacieh@uidaho.edu](mailto:kacieh@uidaho.edu).

Questions? [kacieh@uidaho.edu](mailto:kacieh@uidaho.edu) or 208-885-7984

**Personal Information:**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name: |  | | | | | | Vandal ID: | |  |
| Local Address: | | |  | | | | | | |
| City: |  | | | State & Zip Code: | |  | | | |
| Vandal E-mail: | |  | | | Cell Phone #: | | |  | |
| Hometown: | |  | | | | | | | |

**Education:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Major(s): |  | | | | | Minor(s): |  | |
| Grade Level: | |  | Expected Graduation Semester & Year: | | | | |  |
| Cumulative GPA: | |  | Advisor: | |  | | | |
| Did you transfer to UI? If yes, where from? | | | |  | | | | |

**High School Information:**

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| --- | --- | --- | --- |
| Name of High School: |  | City & State: |  |

**Honors & Awards** *(Received* *during your high school or college years. This may include academic & athletic achievements, scholarships, service awards, etc. – Select your top 8)*

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| --- | --- | --- |
| **Honor/Award** | **Brief Description** | **Date Received** |
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**Time commitments for the 2024-25 academic year:**

*List all anticipated activities you are committed to next year. This may include organizations or clubs of which you are a member, officer positions, work, or other activities.*

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| --- | --- | --- | --- |
| **Activity** | **Role** | **Meeting Days/Times** | **Hours Participation per Week** |
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Will you be absent from the UI for any reason in the 2024-2025 academic year (student teaching, study abroad, semester long internship, etc.)? If so, explain the nature of the activity and the time commitment.

What do you perceive the job of a CALS Ambassador to be?

Why do you want to be a CALS Ambassador?

How can you help enhance the CALS Ambassador team? What skills and qualities will you bring to the team?

What do you hope to gain from being a CALS Ambassador?

**Commitments**

I understand that I must be able to work at various recruiting events throughout the 2024-2025 school year (as outlined in the application information sheet), which may require missing class. I am responsible for completing the appropriate absence request form and completing all missed work.

\_\_\_\_ Yes \_\_\_\_\_No

I agree to become an authorized CALS driver by submitting a driver’s record report and completing an online defensive driving test.

\_\_\_\_ Yes \_\_\_\_\_No

I understand that I’m required to participate in the CALS Spring Ambassador Training and CALS Ambassador Fall Weekend Retreat (usually first weekend after classes start), and if I cannot attend, I will not be accepted.

\_\_\_\_ Yes \_\_\_\_\_No

I understand that a yearlong commitment is required for the first year in the program.

\_\_\_\_ Yes \_\_\_\_\_No

**COMPLETION OF APPLICATION PACKET:**

\_\_\_ Application

\_\_\_ Professional resume

\_\_\_One recommendation sheet from a CALS Faculty or Staff

By completing and signing this application, I understand the expectations of participating in the CALS Ambassador Program and will be committed to positively promoting the College of Agricultural and Life Sciences.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Thank you for your interest in joining the College of Agricultural and Life Sciences Ambassador Team!**

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**2024-2025 CALS Ambassador Recommendation Sheet**

**To be completed by an advisor, faculty, or staff member at U of I, preferably from CALS. This sheet can be returned to the student who has asked for the recommendation or returned to Kacie Hoffman (Ag Sci 65 or kacieh@uidaho.edu).**

**Your name:**

**Date:**

**Name of Student Evaluating:**

**Please Evaluate the student on the below listed criteria using the following scale of 1 to 10:**

* 1 to 4 points – Low Recommendation
* 5 to 7 points – Medium Recommendation
* 8 to 10 points – High Recommendation

1. Promptness and Attendance:
2. Connection with Others:
3. Dependability:
4. Trainable/Leader:
5. Written Communication:
6. Verbal Communication:
7. Energy:
8. Willingness to Volunteer:
9. Presentation and Public Speaking Skills:
10. Teamwork Skills:

Please provide any additional comments here: