

## TRAILBLAZER AMBASSADOR PROGRAM

### CHARTER

FALL 2022

#### Article I. Name

##### Section 1.01 Trailblazer Ambassador Program

#### Article II. Definitions, purpose, and goals

##### Section 2.01 Definitions

- (a) Trailblazer Ambassador: student voice and face of your office/department, can assist in everyday functions of the office and represent the institution at various occasions
- (b) Office/Department: Office and/or Department that supervises and hosts the Trailblazer Ambassador
- (c) Experiential Learning: the process of developing knowledge and skills from direct experience

##### Section 2.02 Purpose and Goals

- (a) Ambassadors are a group of students selected to represent the institution at various programs and events through assigned departments/offices.
- (b) These students will be chosen by a selection process with strict criteria being met.
- (c) These requirements must be verified at the end of each semester. They will seek to enhance campus life, the Trailblazer experience, and add to the campus culture.
- (d) Ambassadors will participate in activities that align with academic and career goals to receive experiential learning credit.

#### Article III. Membership

##### Section 3.01 Eligibility

- (a) Any enrolled student at UNT Dallas, 6-hour minimum, in good standing with the University, fulfills the membership requirements.
  - (i) Good standing means a GPA of no less than 2.75.
  - (ii) No Community Standard holds on student account.
  - (iii) No academic holds on student account.
- (b) Privileges of active student members include fiscal compensation through the Ambassador stipend (see Article VI), exclusive access to Ambassador programs, and ambassador apparel/promotional items.
- (c) In order to guarantee equal rights to all members of the UNT Dallas student body, equal opportunities shall be afforded to all students without regard to race, national and/or ethnic origin, gender, religion, creed, marital status, sexual orientation, age, citizenship, veteran status, or physical ability.

#### Article IV. Responsibilities, include but are not limited to the following:

- (a) Represent the institution/department at various events
- (b) Assist in functionality of assigned office

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- (c) Serve as a student panelist when needed at various programs
- (d) Work at least 15 hours a week in assigned office
- (e) Be guest speakers for on and off-campus groups at meetings, presentations, or classes when asked and available
- (f) Assist with registration drives when needed
- (g) Meet monthly with your Trailblazer Ambassador cohort
  - i) Each Ambassador is allowed one (1) excused absence per semester with proper documentation and prior approval (at least 24 hours in advance).
    - a.) After one excused absence, deductions from their stipend will be applied based on the percentages listed in Article VI., Section 1.
- (h) Host at least two programs per semester as a group
  - (i) Ambassadors should arrive at events at the times indicated by the event organizer.
  - (ii) Ambassadors should keep informed of current events, programs, and procedures that are relevant for the group with whom you will be interacting.
  - (iii) When attending events Ambassadors are representing the school and their behavior and demeanor should follow accordingly. Ambassadors must be respectful and behave with integrity and maturity.

#### Article V. Learning Outcomes

##### Section 5.01 Teamwork

- (a) Students who participate as a Trailblazer Ambassador will be able to contribute to a team in a positive manner, express their ideas, opinions, and their life experiences.

##### Section 5.02 Relationship building

- (a) Students who participate as a Trailblazer Ambassador will be able to build relationships with those they interact with, relate to others, and appreciate differences.

##### Section 5.03 Self-awareness

- (a) Students who participate as a Trailblazer Ambassador will learn about themselves and develop their own sense of self, values, and leadership style.

##### Section 5.04 Communication skills

- (a) Students who participate as a Trailblazer Ambassador will be able to communicate effectively with those they interact with in a one-on-one setting and within a group.

##### Section 5.05 Organizational skills

- (a) Students who participate as a Trailblazer Ambassador will be able to effectively plan, develop, organize, execute, and lead events and programs.

##### Section 5.06 Assessment

- (a) Students will be assessed on these learning outcomes with a pre-test prior to the start of their responsibilities and again with a post-test at the end of their tenure.

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- (b) In order to receive experiential learning credit, ambassador responsibilities must be verified for applicability by Coordinator of Experiential Learning.

**Article VI. Payment**

**Section 6.01 Monthly stipend**

- (a) 25% of stipend is based on hours, as defined by each office/department
- (b) 25% of stipend is based on participation in cohort programs
- (c) 50% of stipend is based on completing office/department responsibilities

**Article VII. Eligible Departments**

**Section 7.01** Offices will determine how many ambassadors their budget allows for on an annual or semesterly basis.

- (a) Student Affairs
- (b) Housing and Residence Life
- (c) Counseling & Wellness
- (d) Campus Rec
- (e) Career Services
- (f) Disability Services
- (g) Experiential Learning
- (h) Student Affairs Administration
- (i) Student Engagement
- (j) Underserved Student Services
- (k) Student Solutions Center
- (i) Other departments as requested

**Article VIII. Selection Process**

**Section 8.01 Qualifications**

- (a) Criteria for eligibility
  - (i) Currently enrolled student
  - (ii) Cumulative GPA of 2.75 or higher (will consider high school GPA for newly admitted students)
  - (iii) Enrolled in at least 6 hours
  - (iv) Involved in at least one other organization on campus (will consider high school or community college involvement for newly admitted students)
  - (v) Complete an application and interview process
  - (vi) Submit one recommendation form from a faculty or staff member
  - (vii) Exceptions can be made at the discretion of the Advisory Committee

**Section 8.02 Process**

- (a) Fill out application online by September 15<sup>th</sup>
  - (i) No incomplete applications will be considered\*
- (b) Applications are reviewed by Advisory Committee

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- (c) Qualified candidate applications are sent do Chairs of Advisory Committee to verify eligibility and schedule interviews
- (d) Complete interview process (interviews will be held after application form closes)
- (e) Accepted students will be notified via their University email no more than one week after interviews have been held.
- (f) Chosen ambassadors participate in placement exchange with participating departments

\*Freshmen and Transfer students who are within their first two semesters at UNT Dallas will be allowed to apply and exceptions can be made for their involvement and GPA requirements.



**Reference Form**

**Student: please fill in the following information for your reference.**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
First Last

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Student ID#: \_\_\_\_\_ EUID: \_\_\_\_\_

**Applicant Qualifications**

Please rate the applicant in the following areas on a scale of 1-5 Likert scale, with 1 being Not so Good and 5 being Great.

<b>Competency</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>5</b>
Personal Responsibility: This student seems to have a clear self-image and is responsible for the choices they make.					
Critical Thinking: This student is able to effectively analyze situations, using reason when presented with difficult tasks.					
Teamwork: This student actively sees opportunities to learn from others and achieve a shared vision of a team.					
Communication: This student effectively expresses their thoughts, ideas, and feelings to others.					
Social Responsibility: This student takes time to help others and tries to understand the emotions of others.					

Is there anything else you would like to share about this applicant?: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Printed Name of Reference: \_\_\_\_\_

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

Please return form to [StudentAffairs@untDallas.edu](mailto:StudentAffairs@untDallas.edu)