

The Access Center
College Access Unit
TRIO Talent Search Ambassador (*summer only*)

Program overview

The TRIO Educational Talent Search program (ETS) at Colorado State University is sponsored by the U.S. Department of Education. The program is designed to help participants generate awareness of post-secondary options, increase knowledge through interactive workshops, and engage in mentorship and guidance for navigating the post-secondary admission and financial aid process. Participants are talented middle and high school students who come from low-income backgrounds where neither parent has earned a bachelor's degree.

The *TRIO Talent Search Ambassador* serves as key team member for the Talent Search summer programs. Talent Search Ambassadors serve as group leaders, facilitate workshops and team building activities, and serve as mentors to students with the support of full-time staff. This is a residential experience and Ambassadors stay in the residence hall for the duration of the summer program.

- *Due to regulations and precautions surrounding COVID-19, there is a possibility that the Talent Search Ambassador position will become a virtual position, as summer programming may need to be online. In this case, Ambassadors will not stay in the residence halls.*

Responsibilities:

The Ambassador's primary role is to facilitate a positive environment which supports students' engagement in learning and social connections with peers. For this environment to develop, Talent Search Ambassadors make significant connections with the student participants, hold all students accountable to the behavior policy, and facilitate group initiatives through building community. Other responsibilities include:

- *Program and facilitate activities:* Create & facilitate group activities for Talent Search participants to promote educational aspiration and performance.
- *Participate in team efforts:* Actively support and engage in efforts of the summer programs through training, meetings, program planning, and collaboration on activities.
- *Assist students with transitions:* Mentor students through learning activities and social connections.
- *Supervise student behavior and conduct:* Coach students through behavior concerns, program rules, and program policies.

Note: *If the Talent Search LIFE and Academy programs become online, the primary roles will remain the same, however responsibilities will be altered to reflect a virtual program. Ambassadors will be responsible for fostering an online community of mutual respect, through connecting with participants remotely. Responsibilities of an online summer program include:*

- *Program and facilitate virtual activities:* Create & facilitate activities for Talent Search participants to promote educational aspiration and performance through virtual platforms.
- *Participate in team efforts:* Actively support and engage in efforts of the summer programs through online trainings, meetings, program planning, and collaboration.
- *Assist students with transitions:* Mentor students through virtual learning activities and social connections.
- *Supervise student online behavior and conduct:* Coach students through online behavior guidelines, behavioral concerns, and program policies

Conditions of Employment

1. Ambassadors must have completed at least 1 year of fulltime coursework in a post-secondary institution
2. Ambassadors must be in good academic standing with the University; a GPA of 2.25 is preferred
3. Ambassadors must have experience working with youth (middle school and high school age preferred)
4. Ambassadors must have a valid driver's license and reliable personal transportation
5. Ambassadors must live in the residence hall while student participants are on campus (**see below for dates**)
 1. ****Statement above will not apply for a virtual summer program**
6. Ambassadors must be available for summer trainings and summer staff meetings
7. Experience in leading/facilitating small groups is preferred

Remuneration for Residential Position: is a residential room with board while program is in session, including meals during the employment period, as well as all activity fees. Talent Search Ambassadors are expected to work a minimum of 15 hours a week with this residential remuneration. Additional wages may be compensated based on approval at \$13.50/hr., and not to exceed a total of 40 hours a week. Talent Search Ambassadors intending to hold additional summer employment positions must notify the Director first, as it may impact summer wages.

Remuneration for Online Position:

****If the program is online due to COVID-19, the residential room and board, meals, and activity fees do not apply.** For an online program, Talent Search Ambassadors are expected to work 15 hours through the duration of the summer LIFE and Academy program, and not to exceed 40 hours. Ambassadors will be compensated at \$13.50/hr. Talent Search Ambassadors intending to hold additional summer employment positions must notify the Director first, as it may impact summer wages.

Important Summer Program Dates

- Talent Search Academy Program (*high school freshman—high school preparation*)
 - o July 12th-14th, 2022
- Talent Search LIFE program (*high school seniors—college preparation*)
 - o July 24th - July 27th, 2022
- Mandatory Summer Staff Training
 - o In-person all programs training: June 7th, 2022 (all day)
 - o In-person Talent Search training: July 7th, 2022 (time TBD)
 - o Online training modules: completed before the program start date

Questions about the Talent Search Ambassador positions should be directed to:

Jordan Bush
Jordan.Bush@colostate.edu
970-209-4874

To Apply:

Applications and information are available at the Access Center website at <http://accesscenter.colostate.edu/>. Applications will be considered until positions are filled. To ensure full consideration, a complete application be submitted. The priority deadline for applications is **January 24, 2022**. Candidates selected for interviews will be notified by January 26, 2022.

CSU is an EO/EA/AA employer.

Colorado State University conducts background checks on all final candidates, and all applicants must be 18 or older at time of background check to be considered for a position.