

PBLC Ambassador

Monday, August 12th – Friday, August 23rd 2024

Job Description:

This part-time position would be supporting the efforts of Cal Poly Humboldt's Place-Based Learning Communities (PBLCs). Under the supervision of the PBLC staff, Ambassadors will assist in welcoming incoming students to Cal Poly Humboldt during the "Welcome Week" programs that will begin on Monday, August 19th.

The PBLCs are for first-time freshmen at Cal Poly Humboldt. Each PBLC has its own unique set of hands-on field trips and activities that students engage in during a five-day Welcome Week program. Welcome Week is designed to welcome students to Cal Poly Humboldt, introduce them to their majors / interests, and to connect them to faculty, staff, and their peers.

Pay Rate & Time Commitment:

These positions pay \$17.00 - \$19.00 per hour depending on experience. This role will have mandatory in-person training from Monday, August 12th to Friday, August 16th. Training will be between two and four hours. An exact schedule will be sent out in early August.

The Ambassadors will be expected to work 8 hours on average from Monday, August 12th to Friday, August 16th. Specific Ambassador itineraries are TBD and will be sent out in August and covered in training. These are state-funded positions.

Expected Duties:

Participate in required student-staff training. Assist in welcoming incoming freshmen to Cal Poly Humboldt. Attend activities during Welcome Week and support the team of student-staff to ensure students are prepared for events each day. Complete logistical tasks and help the Welcome Week staff and PBLC faculty as needed.

Required Qualifications:

- Current undergraduate of Cal Poly Humboldt
- Ability and passion for working with and supporting diverse student populations
- Strong communication skills
- Able to adapt quickly and accordingly to various situations
- Can commit to the stated position duration
- Ability to work individually and as part of a larger team
- Ability to take initiative

Preferred Qualifications:

- Prior experience in a Place Based Learning Community or supporting Humboldt Immersion
- Comfortable interacting and welcoming first-year students to Cal Poly Humboldt
- Preference for students in a PBLC major
- Able to adapt to changes and flexible while working
- Previous leadership experience

To Apply:

Apply on Handshake or send an email with "PBLC Ambassador" in the subject line to pblc@humboldt.edu and attach 1) resume and 2) name/contact for at least one professional reference. Review of **applications is ongoing until positions are filled.**

PBLC Activity Ambassador

Monday, August 12th – Friday, August 23rd 2024

Job Description:

This part-time position would be supporting the efforts of Cal Poly Humboldt's Place-Based Learning Communities (PBLCs). Under the supervision of the PBLC staff, Activity Ambassadors will assist in welcoming incoming students to Cal Poly Humboldt during the "Welcome Week" programs that will begin on Monday, August 19th.

The PBLCs are for first-time freshmen at Cal Poly Humboldt. Each PBLC has its own unique set of hands-on field trips and activities that students engage in during a five-day Welcome Week program. Welcome Week is designed to welcome students to Cal Poly Humboldt, introduce them to their majors / interests, and to connect them to faculty, staff, and their peers.

Pay Rate & Time Commitment:

These positions pay \$18.00 - \$20.00 per hour depending on experience. This role will have mandatory in-person training from Monday, August 12th to Friday, August 16th. Training will be between four and six hours each day. An exact schedule will be sent out in early August.

The Activity Ambassadors will be expected to work 8 hours on average from Monday, August 12th to Friday, August 16th. Individual itineraries are TBD and will be sent out in August and covered in training. These are state-funded positions.

Expected Duties:

Attend and lead activities during Welcome Week including but not limited to lab-based activities, local field trips, and community building sessions. Participate in required student-staff training. Assist in welcoming incoming freshmen to Cal Poly Humboldt. Complete logistical tasks and help the Welcome Week staff and collaborate closely with PBLC faculty.

Required Qualifications:

- Current student (undergraduate or graduate) of Cal Poly Humboldt
- Ability and passion for working with and supporting diverse student populations
- Strong communication skills
- Able to adapt quickly and accordingly to various situations
- Can commit to the stated position duration
- Ability to work individually and as part of a larger team
- Ability to take initiative

Preferred Qualifications:

- Prior experience in a Place Based Learning Community or supporting Humboldt Immersion
- Experience as an Instructional Student Assistant (Tutor, SI Leader, Teaching Assistant, etc)
- Comfortable interacting and welcoming first-year students to Cal Poly Humboldt
- Preference for students in a PBLC major
- Able to adapt to changes and flexible while working
- Previous leadership experience

To Apply:

Apply on Handshake or send an email with "PBLC Activity Ambassador" in the subject line to pblc@humboldt.edu and attach 1) resume or curriculum vitae (CV) and 2) name/contact for at least one professional reference. **Review of applications is ongoing until positions are filled.**