

## Ambassador Program

### Overview of Role, Responsibilities, and Opportunities

Ambassadors serve a pivotal role in our organization. They are our primary connection to their campus, helping us engage with their community online and in-person. They advise our staff, help shape our programs, and represent our mission. Being accepted to the Ambassador Program also signifies that our organization believes you are an emerging leader with the potential to make a substantial, positive impact on your community, in your profession, and on our country.

The Ambassador role carries both responsibilities and opportunities. On the left side below, you will find the Ambassador responsibilities that are unique to the Ambassador Program for Spring 2021. You can compare those to the normal Ambassador responsibilities when FtF is doing our Campus Policy Tour, which are listed on the right. The back of this document lists the benefits that Ambassadors are eligible to receive as part of the program. Any questions? Contact Bri Moore at [brianna@freefacts.org](mailto:brianna@freefacts.org) or Madison Bushong at [madison@freefacts.org](mailto:madison@freefacts.org).

#### **Spring 2021 Responsibilities**

(No Campus Policy Tour)

##### **Lead**

- Attend an online Spring Orientation session.
- Reflect the Ambassador code of conduct.

##### **Communicate**

- Check Asana and Slack 2x a week.
- Timely responses to FtF staff requests.
- Open and read email correspondence.

##### **Expand Our Reach**

- Recruit at least one (1) successful candidate for FtF's Ambassador Program during the semester.
- Promote FtF on social media channels.
  - Follow FtF on Facebook and Instagram
  - Share at least two (2) posts/semester

##### **Advise Our Staff**

- Attend three (3) online Pulse Office Hours.
  - Wed. @ 7:00pm ET via Hopin
  - Share feedback and network with FtF staff
  - Dinner provided via UberEats gift cards
- Attend two (2) out of the three Master Class events taking place in Spring 2021.
  - Dates and programming TBA
  - Attend and complete follow-up survey

#### **Normal Ambassador Responsibilities**

(Each semester with Campus Policy Tour)

##### **Lead**

- Attend one (1) in-person Orientation session in D.C. per academic year.\*
  - \*trip coordinated and paid for by FtF*
- Reflect the Ambassador code of conduct.
- Host & promote a Policy Tour event on campus:
  - Prep: Secure date, reserve room & tech, secure org sponsor(s), fulfill campus requirements per school event policies
  - Promotion: on social media using FtF-provided materials, through campus orgs, via class announcements, and by hanging FtF-provided flyers

##### **Communicate**

- Check Asana and Slack 2x a week.
- Timely responses to FtF staff requests.
- Open and read email correspondence.

##### **Expand Our Reach**

- Recruit at least one (1) successful candidate for FtF's Ambassador Program per academic year.
- Promote FtF on social media channels.
  - Follow FtF on Facebook and Instagram
  - Share at least two (2) posts/semester

##### **Advise Our Staff**

- Attend three (3) online Pulse Office Hours.

## **Ambassador Program Benefits**

The following benefits are available to Ambassadors in “good standing” with the program.

### **Exclusive Events & Opportunities**

- Receive Ambassador newsletter (The Pulse) and get notices about **internship and job opportunities** in Washington, D.C.
- **Network and engage** with political/government professionals and public policy experts.
- Meet and work with **campus leaders across the country**.

### **Travel**

- **All-expenses-paid trip\* to Washington, D.C. up to two times per year** to participate in Ambassador Orientation/Planning Weekends.

*\*FtF coordinates and covers transportation, accommodations, and food expenses*

### **Career Advancement**

- Receive **professional development support**, including resume and cover letter guidance, interview prep, and programming designed to advance your professional skill set.
- **Become a published author** and develop a portfolio of writing samples via the Ambassador Writing Program.
- **Recommendation letters** for graduate school applications, internship opportunities, Fulbright applications, and other admissions processes.

### **Opportunities in Washington, D.C.**

Receive priority consideration for other FtF leadership programs:

- **Intern:** Available to rising sophomores, juniors, seniors, and recent college graduates. These internships take place in our Alexandria, Virginia office. Interns work in our executive office, program operations department, and communications and marketing department. Internships include a generous stipend, housing, and transportation assistance to/from the office.
- **Scholar:** Available to rising seniors, recent college graduates, and graduate students. Scholars independently develop and propose a project related to our organization’s goals, mission, and/or policy areas. Scholars whose projects are accepted work in our Alexandria, Virginia office. Scholars receive a generous stipend, housing, and transportation assistance to/from the office.
- **Fellow:** Available to rising sophomores, juniors, seniors, recent college graduates, and graduate students. Ambassadors who independently secure an internship related to the fields of local, state, and/or federal government; public policy; and/or public affairs but need financial assistance to accept the opportunity are eligible to apply. Ambassadors accepted to the Fellow Program receive a tailored support package that may include financial support for housing, transportation, and program fees, and/or supplemental compensation.