**2022 - 2023 APPLICATION**

**Study Abroad Global Ambassador & Global Duke Program** | Center for Global Engagement

#### The Global Ambassadors and Global Dukes are the student voice of JMU Study Abroad! As study abroad returnees, we are passionate about sharing global opportunities with the JMU Community!

**Global Ambassadors** are student leaders who work with the study abroad professional staff and hold a specific coordinator position. They serve as the leadership of our student volunteers and also spearhead our study abroad peer advising. **Global Dukes** are student volunteers who contribute to study abroad recruitment efforts and help with the smooth running of JMU Study Abroad events. As a Global Ambassador or Duke, you will have the opportunity to talk with incoming and current students about the awesomeness that is Study Abroad.

You will work in a team environment to create programs, events, marketing and media plans to get JMU students just as excited as you were when you first decided to go study abroad! *See page 2 for description details.*

Please visit our website for more information about the program before applying: <http://bit.ly/JMU-GDAP>

**I would like to apply to be a Global Ambassador**

Please indicate which role you are applying for (check all that apply and rank your preferences):

Peer Advisor Coordinator

Returnee & Stewardship Coordinator

Marketing and Design Coordinator

*If not selected as a Global Ambassador, I would like to be considered for the Global Duke position.*

## I would *only* like to be considered for Global Duke

#### Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ JMU ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: Phone:

Anticipated Graduation Date: Class Year:

Major: Minor:

Residence: \_\_\_ On campus \_\_\_ Off campus

Study Abroad Program(s): 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Program Name)

#### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

(City) (Country)

#### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

(Study Abroad Term: i.e. Fall 2021, Summer 2022)

#### 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Program Name)

#### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

(City) (Country)

#### \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

#### (Study Abroad Term: i.e. Fall 2021, Summer 2022)

## Qualifications

An applicant must:

* Be a current student at James Madison University
* Have completed a study abroad program (JMU, Exchange, or External) before taking position
* Have a strong passion for Study Abroad and International Education
* Have leadership experience and/or a sincere interest in developing these skills
* Be reliable, responsible, and able to devote the necessary time to the position
* Be able to represent the office in a professional manner at all times
* Possess strong communication and presentation skills

## Global Ambassador Responsibilities

Global Ambassadors will be expected to:

* Help coordinate, prepare for, and staff many of our Study Abroad events, both large and small. These events include, but are not limited to, International Week, The Study Abroad Fair, Taste of Study Abroad, Choices, Open Houses, Pre- Departure Orientations, Info Sessions, and the Life-After-Study Abroad Conference.
* Assist with advertising and promoting events, creating banners, classroom presentations, outreach to other offices on campus, and creating partnerships throughout the JMU community.
* Complete 2 office hours a week to assist with peer advising and other assigned tasks
* Attend weekly staff meetings.
* Assist study abroad recruitment efforts such as tabling on campus, presentations, and events.

##### \*Note: As part of the Global Ambassador position, you will be required to attend a mandatory Study Abroad Global Ambassador Training Session in AUG.

In addition to these responsibilities, Global Ambassadors will be selected to fill **one** of the following sub positions / titles:

##### Peer Advisor Coordinator(s)

* + Primarily responsible for peer advising, tabling, presentations, etc. and coordinating extra coverage and support when needed from other Global Ambassadors.
  + Responsible for co-chairing the Global Duke Peer Advisor Committee.

##### Marketing & Design Coordinator(s)

* + Primarily responsible for social media marketing and design projects with the goal of advertising study abroad opportunities
  + Have previous graphic design experience (Photoshop, Video editing, Illustrator, In Design, Canva, etc.) is preferred.
  + Prepare articles to publish on the JMU Study Abroad website.
  + Be responsible for co-chairing the Global Duke Marketing and Design Committee.

##### Returnee & Stewardship Coordinators(s)

* + Primarily responsible for overseeing and the recruitment of Global Dukes, coordinating events for SA returnees during I-Week and SA Week, and working to connect with JMU alumni who studied abroad
  + Be responsible for coordinating monthly Global Dukes meetings.
  + Responsible for co-chairing the Global Duke Returnee & Stewardship Committee.

## Global Duke Responsibilities

Global Dukes will be expected to:

* Help coordinate, prepare for, and volunteer for many of our Study Abroad events such as International Week, The Study Abroad Fair, Taste of Study Abroad, Choices, Pre-Departure Orientations, Info Sessions, and tabling on campus.
* Complete a minimum of 5 volunteer hours each semester. Hours can be gained by volunteering at study abroad events, peer advising, and other outreach opportunities.
* Attend monthly Global Ambassador meetings**.**
* Participate in mandatory events such as Pre-Departure Orientations, Study Abroad Fair, etc.

**Application Questions**

Please answer the following questions:  
*(Don’t stress! We’re just trying to get to know you!)*

### Why do you want to be a Global Ambassador and/or Global Duke?

* 1. If applying as a Global Ambassador, what relevant experience do you have related to the coordinator position(s) you have chosen? *If you are considering Marketing and Design Coordinator, please also attach samples of your design work, article writing or a link to your portfolio when emailing your completed application.*

1. How have you changed from your abroad experience **OR** what do you hope to gain from your study abroad experience?
2. As a Global Ambassador/Duke, what is **one** idea you would like to implement that could help promote study abroad at JMU? How would you go about implementing this idea?
3. How would your co-workers or friends describe you?

1. We are looking for students with a variety of skills. If selected, what skills will you bring to the team?
2. Please list any of your anticipated commitments you will have for the 2022-2023 academic year (examples: Employment, Internships/Student teaching, FROG, student orgs, club sports team, etc).
3. Please submit a copy of your current résumé.

**Submitting Your Application and Next Steps**

# Submit your resume and completed application by **11:59pm April 8th, 2022** to [**globaldukes@gmail.com**.](mailto:globaldukes@gmail.com) If you are considering Marketing and Design Coordinator, please also attach samples of your design work or a link to your portfolio when emailing your completed application. Decisions will be sent via email in April. Should you be selected for an interview, we will contact you to schedule an appointment. If you are currently abroad, we will setup a phone or Skype interview with you.