

DCE Student Ambassador
Diversity & Cultural Engagement (DCE) Ambassador

Category: Student employee

Wage: \$10.25 hourly

Number of Positions: 16

Term of Employment: September 15, 2017- June 15, 2018

Position Announcement:

The DCE student ambassadors represent the office of Diversity & Cultural Engagement in a professional manner throughout the campus community. This position serves to bridge program ideas and to provide programming for the central DCE office that engages the Student Experience Center, Cultural Resource Centers, and other academic and student organizations as appropriate. This position requires high energy and a love for bringing people together in a celebratory and caring way. DCE ambassadors serve on committees, boards, and table at events. In addition, the DCE ambassadors are expected to know the programs, facilities, and events of the DCE teams. This position requires a willingness to serve the front desk reception and welcome area and support the administrative needs of the office DCE Central office. The role of the ambassador is to be a public face for the DCE office. DCE ambassadors may also be asked to be on the Student Diversity Budgeting Board to learn about the budgeting process and represent DCE as needed.

There are five program areas of specialty that student ambassadors will serve directly in addition to their duties respective to the central office. Each ambassador is assigned a specific program area according to their interests, abilities, and experiences but may be required to support other program areas throughout the year as needed.

- Integrated Learning for Social Change
Students working with this initiative may be asked to help with the Arts + Social Justice Living-Learning Community, PROMISE internship program, Multiracial Beavers and other projects and initiatives coordinated by our Associate Director for Integrated Learning for Social Change, Charlene Martinez. For more details, visit dce.oregonstate.edu/programs-initiatives.
- Research & Assessment
Students will have the opportunity to collect, analyze, and report on data (both qualitative and quantitative) related to student success and/or social change. Using institutional data, DCE data, or data collected as part of a project of your own design, students will have the opportunity to gain valuable research and assessment skills with support from our Associate Director of Research & Communication, Erich N. Pitcher.
- Marketing & Outreach
Students will organize, promote, attend, and/or participate in DCE initiatives, programs, and public outreach opportunities. Students will work in a variety of projects that will include collaborating with central DCE staff, DCE units, and other departments on campus. Students will work with the Administrative Program Specialist to develop and implement communication & marketing strategies. This focus area will also hire a number of students experienced in graphic design.

- Men's Development & Engagement
Men's Development & Engagement provides opportunities focused on engaging Oregon State's men in discussion of gender, exploring topics of masculinity in our community, and developing healthy masculine identities. For more details, visit dce.oregonstate.edu/mde.
- Kalmekak
Kalmekak Community Outreach provides and facilitates programs for pre-college students and families to promote a culturally diverse community and develop an understanding of higher education institutions. Additionally, Kalmekak supports and provides new students with resources to pursue their educational endeavors. Through culturally competent, educational, and informational orientations our mission is to promote an inclusive community. For more details, visit dce.oregonstate.edu/kalmekak.

Position Duties and Responsibilities:

- Serve in an advisory capacity on several OSU boards as regards DCE, the student experience at OSU, diversity related matters that reflect the values, mission and vision of DCE as a home for social justice and diversity;
- Facilitate programs, activities, and projects that bring together all of the DCE programs— staff and student staff come together for quarterly celebrations that promote community and team building;
- Encourage student participation in the programs and activities offered by DCE by visiting the different DCE supported areas;
- Plan agendas and social events within central DCE that celebrate the contributions of each individual in the DCE family of services and programs, and, serve as the primary communications link to campus programs, departments, student groups and external entities;
- Represent DCE at the front desk in a professional and proficient manner—making appropriate referrals to the correct offices, programs and/or cultural resource centers, etc.;
- Participate in DCE activities and work related trainings as requested by professional staff, the Director and/or the Chief of Staff.
- Advise the DCE professional staff on issues pertinent to students, the student experience and student success;
- May be asked to convene meetings and/or lead special projects and/or serve on committees on behalf of the department;
- Other duties as assigned.

Qualifications:

- Excellent oral and written communication skills, computer proficiency, attention to detail.
- Demonstrated commitment to promoting and enhancing diversity and social justice.
- Ability to work effectively with a diverse student population and professionals/individuals at all levels of an organization.
- Self-motivated; with the ability to work with minimal supervision.
- Ability to serve in a professional capacity as a representative of the department in university activities.
- Ability to prioritize work and adhere to deadlines. Ability to manage work in an open work space.
- 2.5 cumulative GPA
- Registered as a full-time student

For Additional Information:

Please contact Priscilla.Macy@oregonstate.edu