PHHP Dean’s Ambassador Program

General Information

The Dean’s Ambassador Program at the College of Public Health & Health Professions (PHHP) is an exciting initiative that was launched in Fall 2016. Ambassadors are premier student liaisons for the College of Public Health and Health Professions who work directly with Dean’s Office staff and the PHHP development officer to help organize and implement college events and activities. Our goal is to give students the opportunity to gain greater interaction with alumni, donors, and honored guests as well as prospective students, faculty, and staff to assist the ambassadors with their professional development. Student ambassadors are afforded an opportunity to make professional connections, be immersed in PHHP events, and encounter experiences to which students might otherwise not have access.

Mission Statement

The Mission of the Dean’s Ambassador Program is to involve a dynamic group of students dedicated to volunteering and supporting PHHP in a diverse range of college events and activities. Through participation in the program, we hope students strengthen their own professional skills, make connections with others, and expand their commitment to volunteerism. To fulfill this mission, ambassadors are recruited from students across the college who then have the opportunity to gain experience in varied college events and activities supporting education, research, and service.

Expectations

Dean’s Ambassadors represent the college. As such, they are expected to demonstrate utmost professionalism at all times, including dress and demeanor. When interacting with guests, they need to be punctual, courteous, sensitive to others’ time, and engaging.

All ambassadors will be required to attend an initial orientation where they will receive more detailed information about the program, meet other ambassadors, and receive their ambassador shirt. Once individual events are assigned, additional orientations and/or event debriefings will be held at the discretion of the ambassador’s supervisor. These may take place in the form of an in person or virtual meeting or through written correspondence if a meeting is not possible or needed. Follow-up meetings will be scheduled on an as needed basis. Regardless of whether a preparatory meeting is held, before an event or activity, the program’s supervisor will contact the ambassadors to ensure they have all materials and information they need and answer any questions.
Qualifications

- Junior or senior undergraduate or a graduate or professional student in PHHP
- Good standing in the college and at UF
- Strong communication and interpersonal skills
- Demonstrated courtesy and professionalism
- Enjoy meeting a diverse range of people
- Previous organizational experience preferred

Requirements

- Complete at least 1 event per term—please keep in mind some events will occur in the evening or on weekends
- Dedicate appropriate time to each event/activity as determined by program needs
- Attend orientations and periodic meetings to prepare for and wrap up events/activities
- Availability to remain actively involved for a full year (terms begin in the Fall semester and end in the Summer semester)

Potential Duties

- Help organize and implement PHHP events and activities
- Serve at check in tables or check points or as escorts at college events
- Participate in recruitment programs for PHHP (e.g., a college open house)
- Escort and engage with alumni, current and potential donors, candidates, and prominent leaders visiting the college
- Conduct college tours for guests
- Make thank you calls to college donors

Potential Benefits

- Gain broader knowledge of the College of Public Health & Health Professions and the diverse activities in which PHHP participates
- Meet students from other disciplines represented by the college
- Learn from successful alumni and other college constituents
- Strengthen organizational and interpersonal skills
- Observe key leaders and expand personal leadership skills
- Gain a broader understanding of college administrative operations
- Gain a sense of community/sense of pride in giving back
College Events
There are a wide variety of college events in which ambassadors are able to participate. Please see page 4 for a 2017-2018 listing.

Selection Process
In order to be considered as a Dean’s Ambassador, students must submit a Dean’s Ambassador Program application. Strong candidates that meet the requirements will be contacted for an interview.

Contact Information
Ambassadors will be supervised by Lauren H. Guidi, or a current staff member in the college’s Dean’s Office. Please submit applications and inquiries to Ms. Guidi.

Lauren H. Guidi, JD
Administrative Coordinator
HPNP 4101
PO Box 100185
Gainesville, FL 32610
352-294-8850
lguidi@phhp.ufl.edu
## 2017 Scheduled Events

*List is subject to change at any time*

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Estimated Ambassadors</th>
<th>Role at Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 29, 2017</td>
<td>Development Board Meeting</td>
<td>3</td>
<td>Assist with implementation of event, assist visiting board members, and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>September 30, 2017</td>
<td>College Reunion</td>
<td>4</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>October 5, 2017</td>
<td>UFCC Field Day</td>
<td>2</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.” Opportunity to give back to the community.</td>
</tr>
<tr>
<td>October 13, 2017</td>
<td>UFC Kick Off</td>
<td>1-4</td>
<td>Assist with Tours of the College and interact with alumni.</td>
</tr>
<tr>
<td>November 10, 2017</td>
<td>PHHP Family Picnic</td>
<td>2</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>November 17, 2017</td>
<td>Grand Guard Lunch/Dinner</td>
<td>1-2</td>
<td>Assist with Tours of the College and interact with alumni.</td>
</tr>
<tr>
<td>December 7, 2017</td>
<td>Faculty-Staff Lunch</td>
<td>1-4</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>January 27, 2018</td>
<td>PHHP 60th Anniversary Gala</td>
<td>10-12</td>
<td>Assist with implementation of event: greet guests, run check-in table, hand out brochures, and provide parking &amp; direction assistance.</td>
</tr>
<tr>
<td>February 2018</td>
<td>Sandra Edwards Annual Colloquium</td>
<td>1</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>March 28-30, 2018</td>
<td>SAAHD Conference</td>
<td>1-4</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.” Opportunity to assist visiting Deans of other Colleges on their visit to UF.</td>
</tr>
<tr>
<td>Spring 2018</td>
<td>Retired Faculty Luncheon</td>
<td>1</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
</tr>
<tr>
<td>May 4, 2018</td>
<td>Convocation</td>
<td>6-10</td>
<td>Assist with implementation of event and be a PHHP “brand ambassador.”</td>
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