

ePortfolio Ambassadors are the student voice of the ePortfolio Project. They help promote the use of ePortfolios at Auburn University by participating in the activities outlined below. Students from all majors and years are invited to participate, and *prior experience with websites or portfolios is not necessary.*

### Ambassador Responsibilities & Opportunities

*Overall Time Commitment: 4 Hours/Month*

*Ambassadors are expected to fulfill the following responsibilities:*

- Create and maintain a professional ePortfolio
- Visit classes and student organizations
- Plan and attend programs and events
- Attend monthly meetings
- Escort guests around campus
- Provide feedback on decisions being made about the overall project

*Ambassadors are invited to participate in the following opportunities to enhance their experience:*

- Facilitate workshop activities
- Serve on committees
- Create promotional materials (*videos/flyers/web content*)
- Attend and/or present at regional, national, and international conferences

### Required Trainings & Meetings

*Training takes place over the course of four sessions. Ambassadors are required to commit to the following:*

**ePortfolio Training\***  
March 27th & April 3rd  
5:30-7:30 p.m.

**Ambassador Training**  
August 21st & August 28th  
5:30-7:30 p.m.

**Monthly Meetings (Beginning Fall 2017)**  
Select Mondays  
5:30-6:30 p.m.

*\* Not required for students who have completed the entire ePortfolio Student Workshop Series.*

### Application Details

Auburn University undergraduate and graduate students in good academic standing are encouraged to apply. Ideal candidates will demonstrate strong communication, time management, and leadership skills.

#### **To Apply**

<http://ouw-auburn.ambassador-application.sgizmo.com/s3/>

#### **Upload**

- Statement of Interest
- Resume/CV
- Contact information for two references

#### **Application Deadline is Noon on March 1st**

Applicants will be notified of our final decision by March 10th.

## Questions?

Contact Heather Stuart, Program Administrator for the ePortfolio Project, at [hstuart@auburn.edu](mailto:hstuart@auburn.edu).