



**South Piedmont Community College**

## **Braswell Ambassador Program**

# **Application Packet**

**This packet includes the following:**

**Braswell Ambassador Position Description  
Braswell Ambassador Application  
Braswell Ambassador Recommendation Form**

**Please Return Completed Applications to:  
The South Piedmont Community College Foundation  
Monroe Campus, Bldg. A, Suite 300  
Polkton Campus, Garibaldi, President's Complex**



## South Piedmont Community College Foundation **Braswell Ambassador Position Description**

### **General Description**

Braswell Ambassadors provide assistance to the SPCC Foundation by representing the college and the Foundation at Foundation events. Ambassadors are also expected to assist with administrative duties in the SPCC Foundation offices on either the Monroe or Polkton campus.

### **Responsibilities**

- Participate in all Braswell Ambassador training programs, which might include meetings and onsite training
- Serve as a positive role-model and ambassador on behalf of the South Piedmont Community College Foundation
- Review and become familiar with the role of the SPCC Foundation at the College
- Provide assistance at fundraising/friendraising events by being a student representative
- Participate in at least two SPCC Foundation outreach efforts
- Schedule and provide group and individual campus tours to Foundation guests
- Assist with marketing to alum
- Perform any additional duties as assigned by the SPCC Foundation Staff

### **Qualifications**

#### *Required:*

- Successful completion of at least six credits at SPCC (ESL credits do apply)
- Currently enrolled at South Piedmont Community College
- Minimum of 3.0 cumulative G.P.A. each semester
- 36 hours of documented Foundation related service each semester
- Completion of the Application Packet

#### *Preferred:*

- \* Completion of the SPCC Orientation Course
- \* Strong interpersonal skills, including listening and advising skills
- \* Leadership skills or previous leadership experience
- \* Previous volunteer or community service

**South Piedmont Community College Foundation**  
**Braswell Ambassador Application**

*Please type or print neatly*

**PERSONAL DATA**

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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zipcode: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
Student ID #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Do you speak languages other than English? If yes, which ones: \_\_\_\_\_

**EDUCATION RECORD**

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How many semesters have you completed at SPCC? \_\_\_\_\_  
Current G.P.A. \_\_\_\_\_  
How many semesters remaining at SPCC? \_\_\_\_\_ Do you plan to graduate? \_\_\_\_\_

Please list your **available** times to work/volunteer as a Braswell Ambassador:

Mondays: \_\_\_\_\_  
Tuesdays: \_\_\_\_\_  
Wednesdays: \_\_\_\_\_  
Thursdays: \_\_\_\_\_  
Fridays: \_\_\_\_\_  
Saturdays: \_\_\_\_\_

Below are some of the activities in which Braswell Ambassadors commonly participate. Which activities are you most interested in becoming involved?

- \_\_\_\_\_ Donor events
- \_\_\_\_\_ 5k Trail run
- \_\_\_\_\_ Golf Tournament
- \_\_\_\_\_ Assisting with administrative duties in the Foundation office
- \_\_\_\_\_ Working at a college information table at special college foundation events
- \_\_\_\_\_ Speaking to legislators or other groups to represent the College
- \_\_\_\_\_ Participating in public relations efforts and allowing interviews, photographs and videotapes for a variety of college marketing strategies

*Second page of application on reverse side*

1. What strengths, attributes/talents do you possess that would contribute to your effectiveness as a Braswell Ambassador?

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2. Please list previous and current leadership and community service involvement.

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3. Why do you want to be a Braswell Ambassador? What do you hope to gain?

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4. What do you like best about SPCC?

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5. If someone asked about SPCC, what would you tell them?

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4. Please include any additional information which you believe is relevant and would assist the committee in the selection process.

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**References:**

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
2. Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Consent for Verification of Student Records:**

I hereby certify that all statements made on this application are true and correct to the best of my knowledge and authorize investigation of all statements herein recorded. I release from all liability persons and organizations reporting information required by this application. I grant permission to an authorized representative of South Piedmont Community College to verify my student records for purposes of this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

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Interviewed on: \_\_\_\_/\_\_\_\_/\_\_\_\_ By: \_\_\_\_\_

Hired: Yes \_\_\_\_ No \_\_\_\_

Comments: \_\_\_\_\_

# South Piedmont Community College Braswell Ambassador Recommendation

You are being asked to provide a reference for \_\_\_\_\_ who is applying for a position as a Braswell Ambassador at South Piedmont Community College Foundation.

### To the Student Applicant:

Please check one of the options below regarding your right of access:

\_\_\_\_ I, the undersigned, waive the right of personal access to this recommendation.

\_\_\_\_ I, the undersigned, retain the right of personal access to this recommendation.

\_\_\_\_\_  
Signature of Student Applicant

\_\_\_\_\_  
Date

### To the Recommender:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number/Email Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Braswell Ambassadors represent the South Piedmont Community College Foundation by representing and participating at community fundraising/friendraising events. Candidates should have good listening skills, strong academic and leadership skills, effective communication techniques and the ability to manage multiple priorities.

We would appreciate your completion of this recommendation form by providing your personal reactions concerning the applicant, or attach a separate letter of reference.

***Please answer as candidly and completely as possible. Please print or type.***

1. Describe the applicant's level of maturity and sense of responsibility.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please comment on the applicant's communication skills (one-on-one, small groups).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. How well does the applicant accept direction and/or feedback? Do you have any examples?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please comment on the applicant's leadership potential.

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5. Describe the applicant's strengths and areas requiring improvement.

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6. Please furnish any additional information regarding the applicant, relating to his/her ability to listen, advise, encourage and support.

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7. Do you have any other comments about this candidate that would help in the decision?

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8. Please mark the appropriate response:

- I highly recommend this applicant
- I recommend this applicant
- I recommend this applicant with reservations
- I do not recommend this applicant

\_\_\_\_\_  
Signature of Reference

\_\_\_\_\_  
Date

***Please submit this application to the Braswell Ambassador Candidate in a sealed, signed envelope. Thank you for your contribution to the selection of qualified candidates for the Braswell Ambassador Program at South Piedmont Community College Foundation. The SPCC Foundation reserves the right to amend the application/process at anytime deemed necessary.***