



**STUDENT JOB DESCRIPTION**

**JOB TITLE:** Student Ambassador

**WORK AREA:** Student Services

**HOURS:** 10 per week

**TYPICAL WORK HOURS**  Daytime  Evening  Weekends  
(Check all that apply)

**JOB RESPONSIBILITIES/DUTIES:** Serve as host/hostess of the College. Give tours to perspective students. Call students who have indicated an interest in the college. Meet and greet dignitaries who come to the campus. Serve as a representative and leader at the College by participating and assisting in events and activities. Travel to high schools to promote the College.

**QUALIFICATIONS:** Must relate well with students and general public. Must be a people-oriented person. Must be dependable and punctual. Must maintain confidentiality.

**Will this position require any driving of Minnesota West owned vehicles or a personal vehicle?**  
 Yes  No

**If you checked yes, please be aware that additional paperwork is required before the student is asked to drive.**

**ALL WORK STUDY EMPLOYEES WILL RECEIVE A PERFORMANCE REVIEW UPON COMPLETING 40 WORK HOURS.**

**WAGE RATE:** \$15.00 per hour

**NUMBER OF STUDENTS NEEDED:**

  2   Academic Year           Summer (June-August)

**TO INTERVIEW FOR THIS POSITION, CONTACT:**

**Supervisor:** Lori Tostenson, Minnesota West

**Location:** Granite Falls Campus

**Phone:** 320-564-5010

**Email Address:** lori.tostenson@mnwest.edu

**Canby Campus**  
1011 First Street West  
Canby, MN 56220

**Granite Falls Campus**  
1593 11<sup>th</sup> Avenue  
Granite Falls, MN 56241

**Jackson Campus**  
PO Box 269  
Jackson, MN 56143

**Pipestone Campus**  
1314 North Hiawatha  
Pipestone, MN 56164

**Worthington Campus**  
1450 Collegeway  
Worthington, MN 56178

**Luverne Site**  
311 N. Spring Street  
Luverne, MN 56156