



Business Horizons 2020

July 19-23 | Central College | Pella, Iowa

AMBASSADOR ROLES AND RESPONSIBILITIES

Qualities for Success

- **Interpersonal skills**
Candidate must be able to communicate effectively and in a positive and professional manner with a variety of individuals, in both group and one-on-one situations.
- **Team player**
Candidate must exhibit a spirit of cooperation and an ability to work for group success, sometimes at the sacrifice of individual gain/desires.
- **Good judgment**
Candidate must demonstrate mature judgment in making decisions that are sometimes unpopular with peers (student participants) but maintains organizational objectives. Student must be able to problem-solve quickly and be able to complete tasks with little direction.
- **High energy level**
Candidate must respond well to strong demand on physical and mental stamina. Workdays are often very long and start early in the morning.
- **GREAT ATTITUDE!**
Candidate must act as a role model for student participants at all times and maintain a positive, can-do attitude throughout each day.

Duties/Expectations

BH Ambassadors will set a good example for this year's student participants and help to make sure all campus events run smoothly. The main duties of a BH Ambassador include (but are not limited to):

Assist the BH Staff

- Assist with program awareness and participant recruitment at local high school
- Help guide students, Industry Advisors and other volunteers as needed
- Meet daily with BH Staff for list of responsibilities
- Assist with collection and distribution of materials
- Act as a student mentor and provide feedback for assigned Industry team when appropriate

Guest Speakers & Group Activities

- Greet speakers as they arrive and ensure Industry team is prepped with introductions and gifts
- Escort speakers/guests to assigned location(s)
- Assist with handouts, set-up and A/V needs in presentation rooms

"Headquarters" Assistance

- Input data for business simulation
- Answer questions for students and volunteers
- Make sure Industry teams have all information needed prior to each Industry meeting
- Maintain order/organization in room at all times
- Be prepared for in-the-moment assignments and other duties as assigned daily

Business Horizons alumni from the 2019 program will be invited to apply for a position on the Ambassador team. Up to six students will be selected for the 2020 program. Questions? Contact Jessi McQuerrey at jsteward@iowaabi.org or 515-235-0570.