



POSITION DESCRIPTION

STUDENT GLOBAL AMBASSADOR | Asian Studies Center
\$10,000 Tuition Remission Fellowship (\$5000 applied to tuition each semester)

The Asian Studies Center (ASC) invites applications for the ASC Student Global Ambassador. Applicants must be a **currently enrolled undergraduate Asian Studies certificate student of outstanding ability** (QPA of 3.0 or above) for a tuition remission fellowship in the amount of \$5000 tuition remission for the fall and spring semesters of the 2020-21 academic year.

The recipient of the fellowship will be required to work a maximum of ten hours per week during the fall and spring terms. He/she will assist the ASC Assistant Director for Academic Affairs with recruiting, orientation, and other aspects of the undergraduate programs of the Asian Studies Center. S/he will be asked to represent the center at various events on campus as well as visit Asia-related language and content classes to recruit new certificate students. Under the supervision of the ASC staff, the Ambassador will serve as a liaison with the language departments and student organizations, oversee the language partner program, and promote My Pitt Global and UCIS initiatives.

In addition, the candidate selected will need to learn about the programs of the Center, be able to respond to questions about the programs, and have an overall knowledge of the the University Center for International Studies. The Ambassador selected must enjoy working with undergraduates and be able to relate to their needs.

Work hours will vary depending on the University schedule for recruitment events. The Ambassador may be asked to occasionally work on weekends and evenings.

PRIMARY REQUIREMENTS

1. Proficiency in English (oral expression is especially important)
2. Significant progress towards completion of the certificate in Asian Studies
3. Ability to address large groups effectively
4. Ability to relate to undergraduate students (previous work with undergraduates is a plus)
5. Self-starter who can multi-task

PREFERRED QUALIFICATIONS

1. Study abroad experience, especially in Asian countries
2. Multi-disciplinary knowledge of Asian countries

BENEFITS

Student Ambassador will receive tuition remission in the amount of \$10,000 for the 2020-21 academic year. The award will be applied in the amount of \$5000 for the fall and spring terms. S/he will have the opportunity to network with ASC faculty and students and develop their public relation skills.

TO APPLY

Email a cover letter to the Asian Studies Center (rej16@pitt.edu) explaining your qualifications and why you would you would like this fellowship position. Include your resumé or a one page explanation of college courses and work/volunteer experience that relate to skills needed. Please include your cell phone number and email address on your resumé.

DEADLINE for receipt of application materials is **FRIDAY MAY 1, 2020**