Walla Walla Community College
Career Services

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Student Job Description

(On-Campus)

Position Title: Student Ambassador (on-call pool) **Department:** Outreach & Recruitment

Supervisor: Melissa Rodriguez **Work Location:** Outreach/Welcome Center

Start Date: ASAP **Campus:** ☒ Walla Walla ☐ Clarkston **Hourly Wage:** $19.00

Hours Per Week: variable **Position Available During:** ☒ Fall ☒ Winter ☒ Spring ☒ Summer

Work Schedule (e.g. During business hours M-F. 8am-5pm)

This is a flexible, as-needed position with no regular weekly schedule.
Students are hired into a pool of ambassadors. When tours or events are scheduled, available shifts will be shared with the team. Students can accept shifts that work with their schedules.
Hours vary based on college events and activities.

Job Duties and Responsibilities

Walla Walla Community College is looking for enthusiastic, friendly students to join our Student Ambassador Team On-Call Pool. Student Ambassadors help welcome prospective students, families, and community members to WWCC and share what makes our college a great place to learn.

What You'll Do:

- Lead campus tours for prospective students and families.
- Assist with college outreach and recruitment events.
- Represent WWCC at high school visits, college fairs, and community events.
- Welcome visitors and answer questions about student life and the WWCC experience.
- Help with event setup, registration, and other activities.

Student Job Description

(On-Campus)

Educational Benefits to Students (e.g. Teamwork, communication, leadership, etc.)

Develop leadership and communication skills
Build public speaking confidence
Gain hands-on hospitality and customer service experience
Participate in and help coordinate campus events
Connect with future Warriors and help them discover WWCC!

Minimum Qualifications and/or Education Requirements (e.g. eligible for State or Federal work study, etc.)

No experience needed.

Preferred Skills (e.g. Microsoft Excel, customer service, Outlook, etc.)

Customer service

Physical Requirements (e.g. sitting or standing for long periods, lifting up to 40lbs, etc.)

Ability to move throughout campus during tours and events, including walking and navigating indoor and outdoor spaces. Ability to communicate clearly and effectively with individuals and groups in person. Ability to sit and stand for long periods as well as ability to lift 40 lbs.

Additional Comments

Walla Walla Community College does not discriminate on the basis of race, color, national origin, sex, gender, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Vice President of Human Resources/ Title IX Coordinator/ Section 504 Compliance Officer; 500 Tausick Way, Walla Walla, WA 99362; 509.527.4382; titleix@wwcc.edu.