2018 Leadership and Service Ambassador (LSA) Position Description

The Leadership & Service Ambassadors (LSAs) are a group of leadership and service educators dedicated to serving the campus and community as an educational resource. The LSAs are involved in a variety of community service opportunities and campus organizations, and exist to connect fellow students to leadership and service experiences.

The purpose of the LSAs is to present programs to various campus groups on topics related to leadership & service, and strive to serve community needs through education, service & reflection.

Leadership and Service Ambassadors’ duties:
- Help make leadership and service accessible to all students
- Provide students, organizations and the Knoxville community with leadership resources, services, and information about UT
- Create and present programs to organizations on leadership, motivation, diversity, communication, leadership styles, values clarification, social justice, servant leadership, the Social Change model and a broad range of additional topics
- Partner with community agencies to plan and execute service events for students focusing on areas of food insecurity, environmental sustainability, human rights, animal welfare, etc.
- Include and engage all students in their individual and group leadership development
- Develop and design new leadership programs for the campus and community
- Support and encourage all Center for Leadership and Service (CLS) office programs
- Plan and execute Leadershops (leadership workshops) each Fall and Spring semester

Leadership and Service Ambassador responsibilities:
- As a new member, you will attend LSA class every Wednesday of Spring semester 1st term from 2:30-3:20pm
- Attend weekly LSA Meetings every Wednesday from 3:30-5:00 PM throughout your LSA term (Jan 2018-Dec 2018).
- Participate in the LSA student leader retreat, January 8-9, 2018
- Attend and serve in a leadership capacity for the MLK Jr. Day of Service on Jan. 13, 2018
- Attend and serve in a volunteer capacity for the 2018 CMJ Leadership conference on March 2nd, 2018
- Every LSA must lead at least 1 program and 1 service opportunity and assist with a minimum of 3 program or service opportunities per semester (incoming LSAs will assist with 3 total programs and service opportunities during the spring semester)
- Every new and returning LSA must assist with one VOLServe event per semester (in addition to assisting with the MLK Day of Service)
OVERSEE AND RESPOND TO CAMPUS AND COMMUNITY PARTNER REQUESTS THROUGH PLANNING LEADERSHIP PROGRAMS, PLANNING AND EXECUTING SERVICE OPPORTUNITIES, AND VOLUNTEERING WITH FELLOW STUDENT AT VARIOUS EVENTS.

- Assist office staff in developing materials and publicizing CLS events
- Update and develop new leadership programs and handouts to serve as a resource for students.
- Assist in recruitment and training of new LSAs
- Conduct oneself in a professional manner at all times

**LSA Qualifications:**

- Demonstrate a desire and willingness to learn more about leadership and service in the campus and community and show initiative when called upon to lead and serve.
- Be reliable, responsible, confident, and flexible
- Possess effective communication skills in order to facilitate group discussions, presentations and collaborate with community partners
- Display a willingness to help others and enjoy working with people
- Demonstrate a commitment to UT, and developing the leadership and citizenship of its students
- Serve as a role model for all other undergraduate students at the University of Tennessee
- Demonstrate a positive attitude at all times and the ability to show respect for peers, advisors, and students.
- LSAs must have and maintain a 2.5 minimum GPA, be in good academic standing with UT, uphold the University standards of conduct and attend ALL required LSA meetings.
- LSAs are allowed one absence from meetings/class per semester. Those who are repeatedly late to meeting/class and accumulate more than one absence will need to meet with staff member/GA to talk about their status as an LSA.

**Spring Dates**

- LSA retreat- January 8th-9th, 2018
- MLK Jr. Day of Service- January 13th
- Spring class for new LSAs – Wednesday 2:30-3:20 PM
- Spring LSA Meetings- Wednesday 3:30-5:00 PM
- Days of Service
  - February VOLServe: Fri. Feb. 23rd, 2018
  - March VOLServe: Fri. March 23rd, 2018
  - April VOLServe: Fri. April 20th, 2018