



Job Title: **Extended Opportunity Program and Services (EOPS) / Basic Needs Ambassador**

Time Period: February 10 – June 30 2020

Salary: \$15 per hour

FTE: Approximately 10-15 hours a week

Report to: EOPS Department

DESCRIPTION

The EOPS/Basic Needs Ambassadors are representatives of the EOPS/ Basic Needs programs and will work as liaisons between the EOPS/ Basic Needs office and the Foothill College student, staff and local community.

AMBASSADOR DESIRED ATTRIBUTES AND ABILITIES

- Work with a diverse group of people
- Work as a team member
- Self-motivated
- Good communication skills
- Leadership
- Flexibility
- Creativity
- Interpersonal skills
- Possess a willingness to serve students
- Be flexible and collaborative
- Be able to have fun
- Willingness to present and give tours

EOPS AMBASSADOR RESPONSIBILITIES

- Commit to 10 hours per week of EOPS/Basic Needs and Ambassador activities.
- Generally, will work in an office setting and interact with students seeking EOPS and Basic Needs assistance and will provide high quality customer service by phone, email or in person, or other related duties as needed.
- Will partner with program staff to build service leadership development, through projects, presentations, and other professional development activities.

APPLICATION CRITERIA

- Past leadership experience or interest in leadership experience at Foothill College
- Current Foothill full time student in good academic standing (2.0 GPA or higher)
- 2 EOPS Ambassadors will be selected
- Selected applicants will be contacted for in-person or online interviews

PREFERRED QUALIFICATIONS

- Current EOPS/CARE participant in good standing or,
- Volunteer, School Project or Work experience in a Basic Needs area, such as Housing, Food Bank or a similar social services organization.