The Neighborhood Partnership Program (NPP) is seeking highly motivated Oxy students to facilitate energetic and engaging Oxy campus tours for elementary and middle school students. NPP Tours are designed to expose students in grades K-8 to a college campus. Additionally, College Ambassadors are expected to participate in elementary and/or middle school college fairs.

College Ambassadors provide information about what it is like to attend college and share insight on their own unique college experiences as they host walking tours of the campus and share their experiences at various elementary/middle schools. College Ambassadors will also be required to participate in NPP’s “Look at College Days,” exposing middle school youth to college access resources and exciting opportunities within higher education at Oxy. There will be 4 “Look at College Days” per semester.

**DUTIES/RESPONSIBILITIES:**
- Conduct walking tours for Southern California elementary and middle school students
- Must be available to work on NPP Look at College Days
- Support for offsite college/career fairs: schedule permitting (i.e. slide show presentations, tabling, information sharing)
- Other duties as assigned

**QUALIFICATIONS/PREFERENCES:**
- Ability to be articulate, professional, and responsible
- Strong public speaking abilities
- Be an engaging tour guide for elementary and middle school students
- Maturity, respect for youth, and an ability to listen with patience
- Interact effectively with diverse students
Valid Driver’s License and Oxy Authorized Driver Status is preferred, but not required

New hires must complete required HR paperwork, Mandated Reporter Training, and TB testing. Hired applicants will be required to attend mandatory training sessions on **Tuesday, February 4th and Thursday, February 6th from 11:30 AM – 1:30 PM on campus** followed by a specific Tour Guide training (TBD). College Ambassadors will be evaluated on a regular basis by NPP staff.

**Employment Period:** February 2020 - April 28th, 2020
**Work Schedule:** Dependent on availability: 10 AM – 11 AM and/or 12 PM – 1 PM Monday-Friday
**Starting Pay Rate:** $14.25/hour

**To apply, please follow the application link below:**
https://forms.gle/ezaVXLu3DECD1SDV6