

Mary Porter Traditional School

STUDENT AMBASSADOR PROGRAM

The Porter Student Ambassador Program is a platform for students in **5th-8th grades** to make connections, enhance leadership skills, and gain a sense of belonging within the school community. The program will provide peer support for newly enrolled students to ease their transition during the first week of school; as well as friendship throughout the school year. Ambassadors will use the “Leader in Me” Framework to build their natural leadership talent.

The program will benefit both new and existing Porter students, Porter parents, and the entire school community.

Student Ambassadors will serve the school community by:

- ✓ Leading school tours
- ✓ Supporting new students’ transition to Porter.
 - Including first day of school support for first-grade students
- ✓ Providing new students and their parents with information about Porter and the community.
- ✓ Connecting to peers and faculty.
- ✓ Handing out welcome packets/pamphlets during Porter events.
- ✓ Sharing knowledge about the school community.
- ✓ Assisting military-connected and civilian students.
- ✓ Being a positive leader, mentor, and friend.
- ✓ Make sure students feel understood and the adults at Porter care about them.

The Student Ambassador Program encourages students to:

- ✓ Connect with peers of diverse backgrounds and interests.
- ✓ Create an inclusive school environment.
- ✓ Develop leadership skills.
- ✓ Increase school engagement and academic achievement.

Porter’s Student Ambassador Program is available throughout the school year and serves ALL Porter students!



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RESPONSIBILITIES AND EXPECTATIONS:

- ✓ Greet new students at the main office on their first day of school.
- ✓ Take them on a tour of the building.
- ✓ Introduce new students to teachers and staff.
- ✓ Discuss and explain school rules, policies, and procedures.
- ✓ When possible, walk new students to their classes throughout the day.
- ✓ Make conversation with new students and parents at orientation.
- ✓ Participate in and assist with Porter's activities/events.
- ✓ Participate in and assist with Community Service Projects
- ✓ Make students feel safe at Porter.
- ✓ Ensure all students understand there is a trusted adult at Porter and how to connect with the trusted adult.

REQUIREMENTS TO JOIN:

- ✓ Students must be working towards achieving their personal best.
- ✓ Students will not have any referrals for the past 3 months (or have Mrs. Foor's permission).
- ✓ Students applying should be responsible, friendly, and respectful and always follow Porter Patriots' Star Qualities.
- ✓ Students must have the desire to serve/represent Porter in a positive way to create a positive school community.
- ✓ Students who are willing to spend time with new students and families to make them feel welcome to Porter.
- ✓ Students must be able to attend ALL meetings.

APPLICATION PROCESS:

- 1) Pick up an application from the main office.
- 2) Complete your application and return it to Mrs. Johnson or Mrs. Engelmeier-Foor.
- 3) Applications must be received by **Monday, September 15, 2025 (Applications will not be considered after 9/15/2025)**. New Ambassadors will be announced on Wednesday, September 17, 2025.

SELECTION PROCESS:

All completed applications received will be reviewed and rated based on:

- 1) Turning the application in on time
- 2) Your student statements.
- 3) School participation, attendance, and discipline
- 4) Teacher recommendation Student Ambassador Responsibilities

REQUIRED TRAINING

All Ambassadors will be required to attend a partial day training course during the school day.



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APPLICATION

STUDENT NAME: _____ GR: _____ TEACHER: _____
(First & Last Name) (Homeroom if Middle School)

STUDENT EMAIL: _____

Parent/Guardian Name (First/Last): _____

Parent/Guardian Email: _____

Parent/Guardian Phone Number: _____

Student Signature: _____

Parent/Guardian Signature: _____

APPLICATION ESSAY

- 1) Please answer BOTH of the following essay questions, in paragraph form.
- 2) Answers should be typed and labeled with your name and date.
- 3) Please staple your answer sheets to the application.

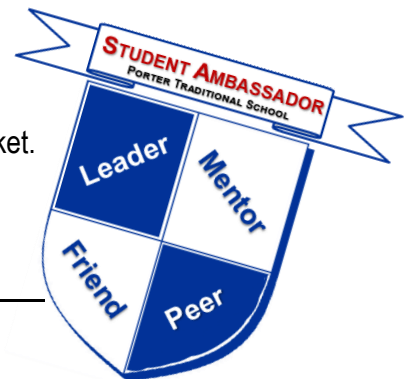
Question#1. Why would you be a good candidate for a student ambassador position? Be sure to discuss why you would like to be an ambassador, as well as the qualities you possess that would make you a good candidate. If there is one thing you can improve on about yourself, what would it be? Please, be specific and give details.

Question #2. If you could propose one change that would positively affect the culture or climate of our school, what would it be and why? How would you assure other students that Porter is a safe school? Please, be specific and provide details.

APPLICATION SUBMISSION CHECKLIST:

- I have completed page 1 of the application.
- I have answered the 2 essay questions and stapled them to this packet.
- I have the recommendation form signed by 3 teachers and it is stapled to this packet.

DEADLINE TO SUBMIT APPLICATION IS _____



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TEACHER RECOMMENDATION FORM

It is your responsibility to have 3 of your current teachers sign the Teacher Recommendation Form. Their printed name and signature are required to complete your application. The teacher's signature will verify that they recommend you become a Porter Ambassador member.

#1 TEACHER NAME: _____ CLASS: _____

SIGNATURE: _____ DATE: _____

#2 TEACHER NAME: _____ CLASS: _____

SIGNATURE: _____ DATE: _____

#3 TEACHER NAME: _____ CLASS: _____

SIGNATURE: _____ DATE: _____

The signatures above verify that 3 of my current teachers recommend that I become a Porter Traditional Ambassador Member.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

