



The ASHE Office is excited to announce a new program for 2019: **ASHE Ambassadors**. This group of 20 volunteers will serve as informal conference navigators for first-time attendees.

Impact

Your role as an ASHE Ambassador will serve to welcome first-time attendees to the 44th Annual ASHE Conference. Your knowledge of the Association, conference norms and expectations, and connections to the field can help guide first-timers through an enjoyable conference experience.

Responsibilities & Commitment

- Attend the Newcomers' Luncheon on Thursday, November 14 from 11:30am-12:30pm. Here, in addition to a free lunch, you'll lead table discussions with a group of 8-9 first time attendees.
- Provide your cell phone number (or create a GroupMe, etc.) for your group to contact you throughout the conference. Be available and responsive to questions; if you don't know the answer, reach out to the ASHE Helpdesk or an ASHE Staff member.
- Set up at least two meet-ups during the conference. This can be simply sitting together during a keynote, going to the Welcome Reception together, or an off-site dinner.

Time Commitment

The time commitment for this position is minimal. You will attend an hour long luncheon, coordinate two meet-up, and be available for questions. The overall time commitment should be between 3-4 hours during ASHE 2019.

Timeline

- August Call for Volunteers Sent out
- September Ambassadors Selected
- October Resources provided to Ambassadors (e.g., Conference FAQs)
- October ASHE Staff calls all first time attendees
- November ASHE 2019 Conference

Training & Support

- The ASHE Conference Coordinator and Executive Director will be available to answer questions before the conference.
- At the conference, the Conference Engagement Lead Volunteer will be your main contact. Additionally, you can contact the ASHE Helpdesk with any questions.

Qualifications

- Have attended at least 2 ASHE Conference previously
- A willingness to share insight about navigating the conference, network with newcomers, and answer questions

Apply at <https://forms.gle/32ZVDDrSe8oX6d8EA>