



Kentucky State University Presidential Ambassadors

Program Overview

Kentucky State University Presidential Ambassadors are a select group of student leaders who serve as official representatives of the University and the Office of the President.

Through their professionalism, service, and Thorobred pride, Presidential Ambassadors help create a welcoming and memorable experience for prospective students, families, alumni, donors, University partners, distinguished guests, and members of the community.

Ambassadors support presidential and University events, campus tours and recruitment activities, alumni and donor programs, and other special functions on and off campus. In doing so, they gain valuable leadership experience, strengthen their communication and professional skills, and build relationships across the Kentucky State community.

Selection as a Presidential Ambassador is both an honor and a responsibility. Ambassadors are expected to represent Kentucky State with integrity, dependability, enthusiasm, and distinction.

Ambassador Responsibilities

Presidential Ambassadors may be assigned to:

- Welcome, assist, and escort distinguished guests, alumni, donors, prospective students, families, and community partners.
- Support presidential ceremonies, Board of Regents meetings, recruitment activities, alumni and donor programs, and other University events.
- Conduct campus tours for individuals, families, and groups.
- Participate in prospective and current student call campaigns.
- Represent Kentucky State at campus, community, and special events, both in person and virtually.
- Assist with University outreach and approved social media initiatives.
- Serve as peer mentors and resources for current and prospective students.
- Participate in community service, University service, and leadership-development activities.

- Learn and communicate accurate information about Kentucky State’s history, traditions, academic programs, student life, resources, and opportunities.
- Demonstrate professionalism, hospitality, sound judgment, and Thorobred pride in every assignment.

Representation and Communications Standard

Presidential Ambassadors serve as official representatives of Kentucky State University when performing assigned Ambassador duties or otherwise expressly authorized to represent the University.

In that capacity, Ambassadors are expected to communicate professionally, courteously, and accurately; follow University policies and program instructions; and refrain from presenting personal opinions as official positions of Kentucky State University.

Unless specifically authorized, Presidential Ambassadors are not spokespersons for the University and may not make official statements on behalf of Kentucky State University or the Office of the President. Questions involving University policy, legal matters, institutional controversies, media inquiries, or matters outside an Ambassador’s assigned responsibilities should be referred to the program administrator or another appropriate University official.

Nothing in these standards is intended to restrict a student’s constitutionally protected expression when speaking in an individual capacity. Participation in the Presidential Ambassadors Program does not waive any rights provided by the United States Constitution, the Kentucky Constitution, KRS 164.348, or University policy.

Eligibility Requirements

Applicants must:

- Be enrolled full time as an on-campus undergraduate student at Kentucky State University.
- Have completed at least one semester before beginning service as a Presidential Ambassador.
- Have a minimum cumulative GPA of 3.5.
- Remain in good academic and conduct standing.
- Demonstrate integrity, good character, dependability, and a commitment to service.
- Communicate effectively in individual, group, and public settings.
- Work respectfully and effectively with people representing a wide range of backgrounds and experiences.
- Demonstrate involvement in campus activities, community service, or leadership opportunities.
- Be willing to learn about Kentucky State’s mission, history, traditions, leadership, academic programs, student organizations, and campus resources.
- Demonstrate enthusiasm for Kentucky State and pride in being a Thorobred.

Students enrolled exclusively in Kentucky State Global programs are not eligible at this time.

Time and Service Commitment

Presidential Ambassadors should expect to serve approximately five to 10 hours per week, with additional commitments possible during major University events.

Ambassadors must be willing to:

- Attend required orientation, campus tour, admissions, professional etiquette, and program training.
- Conduct at least three campus tours each month.
- Fulfill assigned call campaigns, presidential events, Board of Regents meetings, recruitment activities, and other University functions.
- Attend regular program meetings.
- Accept assignments that may occur during evenings, weekends, University breaks, or holidays.
- Arrive on time, prepared, and appropriately dressed for each assignment.
- Communicate promptly with program staff about scheduling conflicts or emergencies.
- Maintain the academic, conduct, attendance, and professional standards of the program throughout the appointment.

Applicants should carefully consider their academic, employment, extracurricular, and personal responsibilities before accepting an appointment.

Selection and Appointment

Presidential Ambassadors are selected through a competitive application and interview process. Selection is based on academic achievement, communication skills, campus involvement, professionalism, service, dependability, and the ability to represent Kentucky State effectively.

Appointments are made for one academic year. Both new applicants and current ambassadors must participate in the annual selection process. Reappointment is not automatic and will be based on continued eligibility, fulfillment of program responsibilities, and demonstrated performance.

Program Accountability, Renewal or Removal

Presidential Ambassadors are expected to maintain the eligibility, conduct, attendance, performance, and professional standards of the program throughout their appointments. Depending on the nature and severity of the circumstances, failure to meet these standards may result in counseling, probation, suspension, nonrenewal, or removal from the program.

Before a final decision is made, the student will ordinarily receive notice of the concern and an opportunity to respond. The program administrator, in consultation with the Office of the President and other appropriate University officials, will determine whether continued service is appropriate.

When necessary to protect University operations, the safety of the campus community, or the integrity of the program, the University may temporarily suspend an Ambassador from assignments during its review. An interim suspension from Ambassador assignments is not a final determination.

Removal or nonrenewal affects participation in the Presidential Ambassadors Program and is separate from any student disciplinary proceeding. Conduct that may independently violate University policy may be referred for review through the applicable University process.

Decisions concerning participation in the program will be made consistently with University policy and applicable law and will not be based on a student's protected expression or viewpoint.

Benefits of Serving

Presidential Ambassadors gain experiences and skills that can strengthen their preparation for internships, employment, graduate school, and future leadership opportunities.

Program benefits include:

- Opportunities to interact with University leaders, trustees, alumni, donors, community partners, and distinguished guests.
- Leadership, public speaking, professional communication, teamwork, hospitality, and event-management experience.
- Campus tour, recruitment, professional etiquette, and leadership training.
- Greater knowledge of Kentucky State and its academic, student, alumni, and advancement programs.
- Opportunities to develop professional relationships, mentors, references, and career connections.
- Experience serving in high-profile professional and University settings.
- An official University leadership appointment for inclusion on a resume or professional portfolio.
- Admission to assigned special events, with authorized travel, meals, and tickets provided when applicable.

Ambassador Attire

Kentucky State will provide:

- Kentucky State blazer
- Neck tie or scarf
- Polo shirt for approved casual events

Ambassadors are responsible for providing:

- Gray dress pants or an appropriate gray skirt
- White dress shirt or blouse
- Black dress shoes
- Black belt, when applicable

Ambassadors must follow program standards for professional appearance and care for all University-provided attire. Additional information about attire, use, and return requirements will be provided upon appointment.

Applications and Nominations

Students may apply directly to the Presidential Ambassadors Program whether or not they have been nominated.

[Complete the Presidential Ambassador Application](#)

Kentucky State University faculty and staff members may nominate students who demonstrate the leadership, professionalism, dependability, communication skills, commitment to service, and Thorobred pride expected of a Presidential Ambassador.

[Submit a Presidential Ambassador Nomination](#)

Students who are nominated will be contacted directly. To remain under consideration, each nominee must meet all eligibility requirements and complete the student application within the timeframe provided in the notification. A nomination does not guarantee selection.

Questions?

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Represent Kentucky State. Develop your leadership. Serve with Thorobred pride.