

Center for Student Involvement – Communication & Leadership Dialogue Ambassador

Dialogue Program

The purpose of this new program is to provide campus-wide opportunities for students to engage in meaningful dialogue around a specific topic, learn from others' perspectives and develop concrete skills for emotional regulation, and active listening.



Dialogue Ambassadors

A team of undergraduate student Dialogue Ambassadors will be trained to facilitate community building dialogues on and off campus. Under the direction of the Center for Student Involvement and in collaboration with the National Conflict Resolution Center (NCRC), Dialogue Ambassadors will co-facilitate 5 scheduled on-campus dialogues each quarter. Additionally, Dialogue Ambassadors will assist with community building dialogues through various NCRC initiatives. The program will begin Spring 2019 and conclude at the end of Spring 2020. Dialogue Ambassadors will receive recurring dialogue facilitation training by experts from the Center for Student Involvement and the National Conflict Resolution Center.

Dialogue Ambassadors will have the opportunity to develop the following leadership skills: Including but not limited to: facilitation/co-facilitation and training, interpersonal communication, content delivery, working in teams and independently, program assessment, conflict resolution, mediation, active listening, empathy building, increased ability to educate on perspective taking and emotional regulation.

Dialogue Ambassador Duties and Responsibilities

Dialogue Ambassadors will be responsible for the duties listed below:

- Serve as a positive role model and UC San Diego representative including language, appearance, and manner;
- Facilitate icebreakers, team builders, and general activities;
- Facilitate group activities and discussions in relation to diversity and social justice issues including but not limited to: race, ethnicity, gender, sexual orientation, religious, and class background;
- Facilitate and participate in 2-3 dialogues per quarter;
- Collaborate with team members to develop dialogue topics that address the needs campus and San Diego community;
- Assist with the coordination of dialogues and distribution of publicity and marketing materials,
- Assist with the set-up, participant check-in, and delivery of all general aspects of the program;
- Maintain communication with CSI Professional Staff and NCRC staff to obtain updates, referrals, and support;
- Attend CSI – C&L Student Staff Orientation on March 12, 2019 from 5:00 PM to 8:00 PM;
- Attend Art of Inclusive Communication Workshop in Spring 2019;
- Attend bi-weekly C&L Spring Seminars on Wednesdays of odd weeks during Spring 2019 from 4:00 PM to 5:30 PM;
- Attend bi-weekly DA Meetings on Wednesdays of even weeks during Spring 2019 from 4:30 PM to 5:50 PM;
- Attend CSI Orientation and Student Staff Mixer on September 24, 2019 from 10:00 AM to 3:00 PM;
- Quarterly Saturday trainings on September 28, 2019, January 11, 2020, and April 4, 2020 from 10:00 AM to 4:00 PM;
- Assist with program and learning outcome assessment;
- Prepare and organize program supplies and materials;
- Maintain and enforce program rules as well as UC San Diego policy and procedures;
- Other responsibilities as assigned.

Qualifications

- Must pay UC San Diego student services fees for each quarter working and through Spring 2020
- Continuing undergraduate student at UC San Diego through Spring 2019, available to work 3-5 hours per week
- Previous experience with public speaking preferred but not required
- Ability to work in a team environment and independently
- Ability to reason logically, draw valid conclusions and make appropriate recommendations
- Strong active listening skills
- Strong interpersonal skills
- Ability to facilitate group activities and discussions in relation to diversity and social justice issues including but not limited to: race, ethnicity, gender, sexual orientation, religious, and class background

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- Strong verbal and written communication skills
- Interest in developing empathy in self and others
- Interest in understanding others' perspectives
- Detail oriented, organized, dependable
- Available to attend CSI – C&L Student Staff Orientation on March 12, 2019 from 5:00 PM to 8:00 PM;
- Available to attend Art of Inclusive Communication Workshop in Spring 2019;
- Available to attend bi-weekly C&L Spring Seminars on Wednesdays of odd weeks during Spring 2019 from 4:00 PM to 5:30 PM;
- Available to attend bi-weekly DA Meetings on Wednesdays of even weeks during Spring 2019 from 4:30 PM to 5:50 PM;
- Available to attend CSI Orientation and Student Staff Mixer on September 24, 2019 from 10:00 AM to 3:00 PM;
- Quarterly Saturday trainings on September 28, 2019, January 11, 2020, and April 4, 2020 from 10:00 AM to 4:00 PM;

Time Commitment

Duration of Employment March 11, 2019 – June 5, 2020:

Commitment	Dates
Available to attend CSI – C&L Student Staff Orientation	March 12, 2019; 5:00-8:00 PM
Available to attend bi-weekly C&L Spring Seminars	April 1, 2019 – June 7, 2019; Odd week Wednesdays, 4:00 – 5:30 PM
Available to attend the CSI Orientation & Student Staff Mixer	September 24, 2019; 10:00AM – 3:00 PM
Available to attend Bi-Weekly DA Meetings – Fall 2019, Winter 2020 & Spring Quarters 2020	September 25, 2019 – June 5, 2020 Wednesdays of Even Weeks, 4:30 - 5:50 PM
Available to attend Saturday Trainings (once/quarter)	September 28, 2019, January 11, 2020, April 4, 2020; 10:00 AM – 4:00 PM

Compensation

- Dialogue Ambassador: \$12.21/hr

Principles of Community

To foster the best possible working and learning environment, UC San Diego strives to maintain a climate of fairness, cooperation, and professionalism. These principles of community are vital to the success of the University and the well being of its constituents. All faculty, staff, and students are expected to practice these basic principles as individuals and in groups.

We represent diverse races, creeds, cultures, genders, sexualities, and social affiliations coming together for the good of the University and those communities we serve. By working together as members of the UC San Diego community, we can enhance the excellence of our institution.

To read UC San Diego's Principles of Community, visit: <http://www.ucsd.edu/explore/about/principles.html>

How to Apply

Submit application materials by **noon (12:00 PM) on Monday, January 28, 2019** to: dialogue@ucsd.edu

- ☐ Complete the [Dialogue Ambassador Application](#) (Please use MS Word to fill out the form)
- ☐ A copy of your current **resume**

All applicants will be invited to participate in a group interview which will take place on Wednesday, February 6 from 5:00 PM to 7:00 PM in the Warren College Room (3rd Floor of PC West)