

### What is an International Ambassador?

The international ambassadors are recruited and managed by the international office, after being accepted, you will become a young ambassador who directly showcases the educational achievements of NCUE to international visitors.

Students can gain work experience by participating in tasks such as welcoming international visitors and hosting an event, at the same time, providing them with opportunities to interact with international professionals, enhance their international perspective and professional competence.

### The traits of International Ambassador

1. Responsible, careful, service-oriented and courteous in demeanor.
2. Deeply understanding of Taiwan, Changhua and Taiwan.
3. Disseminate, image packaging and manage any audiovisual media.
4. English conversation ability or other language ability.

### The duties of an international ambassador

1. Welcoming international visitors, Assisting with conference, Campus tour.
2. Welcoming international scholars, providing airport or high-speed rail station pick-up and drop-off services.
3. International Companions for Learning, assisting with pre-arrival communication, assistance with VISA processing, check-in, register, course selection.
4. Supporting tasks assigned by the international office. For example, recording promotional videos, organizing international forum, international cultural activities, international summer camp, international education lecture etc.
5. After the term of service, we will share execution experiences and gatherings regularly.

### Eligibility Requirements

1. Currently enrolled students at NCUE, regardless of nationality, are eligible to apply, but they must possess basic proficiency in both Chinese and English.
2. Applicants must be willing to commit to a one-year term of service.
3. Dress appropriately. Applicants must have formal attire, including a white shirt, black pants or skirt, and leather shoes.

### Process for the 2024 International Ambassador

- February 19 to March 7: Announcement and Application Period
- March 7: deadline for submissions (Application Form: <https://forms.gle/3vD74J2cqnJfh5h29> )
- **March 8**: Announcement of the List of Candidates Passing the Written Preliminary Review on the OICA website and the International Ambassador fan page.
- **March 11 and March 14** (depending on the number of applicants): Interviews; applicants should wear formal attire and be prepared for a self-introduction in both Chinese and English.
- March 16: Announcement of the list of successful candidates and the date of the International Friendly Ambassadors team meeting on the International Affairs Office website and the International Friendly Ambassadors fan page.

The number of accepted candidates is subject to the specific circumstances of the current term, with a maximum of 15 positions.

### Required Application Materials

Applicants must submit a **recruitment application form**, **language proficiency certificates**, and any other documents or audiovisual works that may enhance the application review.

Application Form: <https://forms.gle/3vD74J2cqnJfh5h29>

Please use "International Ambassadors Application Materials" as the subject for correspondence.

If the audiovisual file is too large to be submitted, please send it to NCUEISA@gmail.com within the application period.

### Disqualification of ambassadors

1. Not attending any meetings/ gatherings and missing regular gatherings five times.
2. Behave inappropriately during the term of service or during a mission.
3. Not executing tasks/missions as they've planned without reasonable excuses. Or have trouble passing full messages and delivering essential information to other ambassadors.
4. Not participating in any single mission one-year term.

### The rights of being an international ambassador

1. Ambassadors who consistently earn points by participating in missions each year may continue in office until graduation.
2. Ambassadors can receive certificates each year by participating in missions.

### All types of regular gathering

1. Campus tour training course
2. Experience sharing from senior ambassadors
3. Events holding discussion and missions following meetings
4. Reception etiquette training course
5. Video filming and editing course
6. Language ability training
7. Other projects

### Matters needing attention

1. Missions distribution gives priority to ambassador/ambassadors with no scheduled courses or activities.
2. If an ambassador gets paid or other compensation while completing a mission, he/she is not allowed to accumulate volunteer hours.