

University of Dubuque
Student Employment Opportunities

JOB TITLE:	ALUMNI AMBASSADOR – ALUMNI
Department:	Advancement
Location:	Van Vliet Hall
Supervisor:	Katie Kraus
<u>Application Deadline:</u>	Applications must be submitted online, and are DUE by Monday August 31 st at 5pm. Please stop by the Office of Advancement in person to sign up for an interview appointment by Tuesday September 1 st . Interviews will be held September 2 nd and 3 rd and will last approximately 30 minutes.
Email:	kkraus@dbq.edu
Job Responsibilities:	Assist the Alumni Director with day to day office tasks, alumni relations and alumni related projects. Possible evening, and some weekend work depending on alumni events.
# of Positions:	1-3
Application:	Please apply online at: http://www.dbq.edu/Alumni/AlumniAmbassadorApplication/