

University of Dubuque  
Student Employment Opportunities

JOB TITLE:	ALUMNI AMBASSADOR - ADVANCEMENT
Department:	Advancement
Location:	Van Vliet Hall
Supervisor:	Angie Heidenreich
<b><u>Application Deadline:</u></b>	Applications must be submitted online, and are accepted throughout the semester. Interviews will last approximately 30 minutes.
Email:	aheidenreich@dbq.edu
Job Responsibilities:	Assist the Advancement Office with day to day office tasks, filing, and data entry. Possible weekend work depending on alumni events and student's availability.
# of Positions:	2-3
Application:	Please apply online at: <a href="http://www.dbq.edu/Alumni/AlumniAmbassadorApplication/">http://www.dbq.edu/Alumni/AlumniAmbassadorApplication/</a>