



OHIO REHABILITATION ASSOCIATION

A CHAPTER OF THE NATIONAL REHABILITATION ASSOCIATION

Student Ambassadors

OUR GOAL is to secure student ambassadors for the Annual Training Seminar.

What students will receive:

- Free conference attendance including any meals provided to full seminar attendees.
- Copy of the seminar program.
- Name tag with recognition as a student ambassador.
- Reference in INTERCHANGE or seminar program as a student ambassador.
- Hotel accommodations may be available. For 2010 the rooms will have two double beds and a pull-out couch. Each room will have up to four students of the same sex. Please note ORA will only cover hotel room charges. While the hotel offers free parking, all incidental charges are the responsibility of the students in the room. Rooms are provided on a first come / first serve basis based upon your application receipt date.

What is expected of students:

- Be available for conference set-up activities (Set-up is Wednesday evening, October 6). Tentative start time is 4:30 p.m.
- Be available for training of responsibilities based on assignment e.g. certification table, session monitoring etc. This will occur Wednesday evening.
- Attendance at the Full Membership Meeting (Tentative schedule is late Thursday afternoon, October 7).
- Participate in activities as assigned at the certification table, registration table, and in session as a monitor (Wednesday evening and all day Thursday).
- Be available for conference tear-down activities which will be Thursday afternoon following the Full Membership Meeting. Estimated completion time is 6:00 p.m.
- Write a brief article regarding their experience as a student ambassador to be published in the INTERCHANGE newsletter.

Student Volunteer Committee Activities:

- Create or revise the application for students to volunteer as an ambassador. This should include any restrictions on attendance, any special needs / accommodations including dietary restrictions, detailed contact information; deadline for application; expectations of student ambassador; benefits of student ambassador and what is and is not included.
- Identify schools and contact person to whom information will be sent (e.g. any University in Ohio who assists in educating rehabilitation professionals).
- Identify who reviews and accepts applications
- Identify who will assign activities – recommend we assign activities as students are accepted. For example, if a student says they want to attend on Thursday, then a morning and afternoon time block would be assigned to the student and subsequently an acknowledgement letter would be sent regarding their assigned block of activities.
- Write an article in INTERCHANGE – this needs to be submitted within two weeks of the seminar.
- Identify who is in charge of securing follow up INTERCHANGE articles from students and what happens if they do not submit article e.g. are they eligible for future student ambassador opportunities?
- Identify who writes up article for seminar program?



OHIO REHABILITATION ASSOCIATION

A CHAPTER OF THE NATIONAL REHABILITATION ASSOCIATION

Student Ambassador Program Benefits

- Free seminar attendance. Note if you stay in the hotel, you are eligible for a free breakfast at the hotel. Check the ORA website for information about other food provided at the conference.
- Copy of the seminar program
- Name tag with recognition as a student ambassador
- Reference in INTERCHANGE or seminar program as a student ambassador
- Opportunity to meet and secure information from rehabilitation professionals around the state

Student Ambassador Program Expectations

- Be available for conference set-up activities (Set-up is Wednesday evening, October 6). Tentative start time is 4:30 p.m.
- Be available for training of responsibilities based on assignment e.g. certification table, session monitoring etc. This will occur Wednesday evening.
- Attendance at the Full Membership Meeting (Tentative schedule is late Thursday afternoon, October 7).
- Participate in activities as assigned at the certification table, registration table, and in session as a monitor (Wednesday evening and all day Thursday).
- Be available for conference tear-down activities which will be Thursday afternoon following the Full Membership Meeting. Estimated completion time is 6:00 p.m.
- Write a brief article regarding their experience as a student ambassador to be published in the INTERCHANGE newsletter.

Student Ambassador Program Process

- Complete and submit application for student ambassador status.
- Once applications are received and reviewed, you will be sent an email confirmation of your Student Ambassador status. If you have not received a confirmation by October 1, 2010, please contact ORA (ORAVickie@accesstoledo.com) for information.
- Upon arrival, you will need to check in with the ORA staff. A specific person and arrival time expectation will be identified in your confirmation email. It is critical that you arrive on-time in order to allow for set-up activities and training. ORA staff will be onsite at the hotel by noon on Wednesday if you would like to arrive early and get checked-in to your hotel room. Hotel room availability is limited before 4 p.m.
- Following the conference, you are to submit an article for the INTERCHANGE, the ORA membership newsletter. The article should highlight your experiences as a student ambassador. Pending space in the INTERCHANGE, some, or your entire article may be published.
- If you are selected for the Student Ambassador Program and do not follow through with the expectations outlined, you may not be eligible for future Student Ambassador Programs.
- As a reminder, some hotel accommodations will be available. For the 2010 Training Seminar, rooms will have two double beds and a pull-out couch. Each room will have up to four students of the same sex. Note ORA will only cover hotel room charges. While the hotel offers free parking, all incidental charges are the responsibility of the students in the room. Rooms are provided on a first come / first serve basis based upon your application receipt date.
- Student Ambassadors are responsible for all transportation costs to and from the seminar facility. You are encouraged to ride share with others from your area.



OHIO REHABILITATION ASSOCIATION

A CHAPTER OF THE NATIONAL REHABILITATION ASSOCIATION

STUDENT AMBASSADOR APPLICATION FORM

Application Deadline September 24, 2010

Name: _____ Male Female

Mailing Address: _____ Phone #: _____

City, State, Zip: _____ School: _____

Email Address: _____ NRA Member # _____

STUDENT AMBASSADOR PROGRAM APPLICATION QUESTIONS

1. Will you be available to participate in activities as outlined above on Wednesday October 6 and Thursday October 7, 2010? (If no, please explain your limitations on attendance) Yes No

2. Do you have any special needs or accommodations associated with a disability? Please note that ORA will make every effort to provide reasonable accommodations to Student Ambassadors; however, requests for special needs / accommodations must be received by September 24, 2010. Special needs may include but are not limited to the following. Please identify any special needs:

Electronic Program Large Print Braille Accessible Seating Interpreter

Dietary Restrictions _____

Other (Please Describe) _____

3. Do you need hotel accommodations for Wednesday October 6, 2010? Please note ORA plans to provide some hotel room for Student Ambassadors. Requests will be addressed on a first come first serve basis based on date/time application is received. The hotel offers free parking and free breakfast for hotel guests. Each room will have two double beds and will be available for up to four students. If you have special needs regarding accommodations, please make them known. ORA will make every effort to honor special needs associated with a disability. Yes No

Comments: _____

4. How did you hear about the ORA Student Ambassador Program? _____

I have completed the above form to the best of my ability and understand the terms and conditions as outlined above.

Signature of Student Ambassador Applicant / Date

RETURN COMPLETED FORM TO:

DR. CAROL WAGNER WILLIAMS, STUDENT VOLUNTEER COMMITTEE CHAIR

5405 BOUCHER DRIVE, ORIENT, OH 43146

PHONE: (614) 875-1512; EMAIL: ORAVICKIE@ACCESSTOLEDO.COM; FAX: (419) 843-2243

VISIT WWW.OHIOREHAB.ORG FOR GENERAL INFORMATION