



Employee Wellness Ambassador Description

Roles and Responsibilities

- Serve as a liaison between department/regional campus and the Executive Director, Employee Wellness and Health Promotion
- Promote university-sponsored employee wellness programs and activities that support good health and improve quality of life (i.e. May assist in coordinating rooms, technology at your location, wellness challenges, etc.)
- Act as a champion for wellness and catalyst for change
- Provide feedback to the Employee Wellness Director
- Support and endorse strategic health initiatives by **personal participation**
- Distribute approved communications, resources, or prizes to those participants in your designated area

Characteristics of a Successful Wellness Ambassador

- Enthusiasm for the role
- Ability to assist in the delivery of wellness programming to the department/regional campus level
- Accessibility and consistent checking of kent.edu email
- Demonstration of sound independent judgment in terms of modes and frequency of wellness communication to colleagues
- Willingness to generate and share ideas

All Employee Wellness Ambassadors must obtain supervisory support and approval to act in the volunteer role via an application process. Serving as an Employee Wellness Ambassador should require no more than two to three hours of time per month. All Employee Wellness Ambassador assignments are voluntary, and any scheduling or work conflicts should be reviewed with your supervisor. Your application must be reviewed and approved by your supervisor.

Please note: Every alternate year (i.e. 2017, 2019, etc.) current ambassadors will be asked to re-apply via a questionnaire in which they will be asked to indicate how they have championed wellness within their department and/or campus. Specific examples must be provided.



Employee Wellness Ambassador Application

An Employee Wellness Ambassador is a Kent State faculty or staff representative who voluntarily serves as a liaison between the Director of Employee Wellness and the respective department, college or regional campus. The goal is to engage employees at the local level in the university-sponsored employee wellness programs and initiatives. All potential Employee Wellness Ambassadors must discuss this application with their immediate supervisor/manager to ensure managerial support for the role and the expected time commitment of no more than two to three hours per month.

Name _____ Position _____

Department _____ Campus _____

KSU Email Address _____@kent.edu Shirt Size _____

Approximately how many employees do you interact with in a day? _____

Why do you wish to serve as an Employee Wellness Ambassador?

Supervisor/Manager Name (printed) _____

Supervisor/Manager Signature _____ Date _____

Applicant Signature _____ Date _____

Please return completed application to Madison Mariola, Coordinator, Employee Wellness and Health Promotion at (fax) 330-672-5447 or wellness@kent.edu.

Office use:

- ☐ Application reviewed
- ☐ Welcome packet sent

- ☐ Added to listserv, contact list, Teams and website
- Approved for 2023