

UNIVERSITY OF MARYLAND
SUMMER 2024/FALL 2024/SPRING 2025
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST

(Supervisor's On-line Orientation and Supervisor Acknowledgement Checklist must also be completed) <http://www.umaryland.edu/workstudy>

TO PARTICIPATE IN THE FWS PROGRAM THERE MUST BE A SUPERVISOR AND AN ALTERNATE SUPERVISOR

Please attach a job description for this FWS position.

Could this work-site be considered as Community Service?	Yes _____ No <u>X</u> _____
UMB Department _____	Office of the Provost _____
(Full Name of Department)	
Off-Campus Agency _____	
(Full Name of Agency- For Off-Campus Positions Only)	
Address _____	220 Arch Street, 14th Floor _____
Telephone _____	410-706-7867 _____
Fax No. _____	
Work Study Supervisor's Full Name _____	Stacey Rose _____
Work Study Supervisor's Title _____	Core Values Program Director _____
E-mail Address _____	stacey.rose@umaryland.edu _____
Alternate Supervisor's Full Name _____	Victoria Meadows _____
Alternate Supervisor's Title _____	Manager, Enterprise Risk Management Program _____
E-mail Address _____	victoria.meadows@umaryland.edu _____
Job Title _____	Culture Integration and Enterprise Transformation Ambassador _____
Job Function: _____	Technical _____ <u>X</u> Administrative _____ Research Lab _____ Research Clinical _____ Tutor _____ <u>X</u> Program Admin.

Completion of this request form does not guarantee the department/agency will have a Federal Work-Study student employee. The person who signs this form must also sign the student's Job Certification Form and approve the biweekly payroll timesheets. If a student exceeds their maximum FWS award, the supervisor's department is responsible for paying 100 percent of the over award.

Return completed form to:

E-Mail: FWS@umaryland.edu

Phone: 410-706-7347

**Office of Student Employment; University Of Maryland, Baltimore; 601 W. Lombard St, Suite 221;
Baltimore, MD 21201**

Position Title: Culture Integration and Enterprise Transformation Ambassador

Job Summary: At UMB, our core values of Respect and Integrity, Well-Being and Sustainability, Equity and Justice, and Innovation and Discovery are at the heart of our mission to improve the human condition and serve the public good of Maryland and society at-large through education, research, clinical care, and service. Simultaneously, at UMB, we have a robust Enterprise Risk Management (ERM) program that serves to embed, sustain, and support a culture of responsible risk-taking and opportunity identification across campus. The core values and principles of ERM guide our academic programs, operating philosophy, and commitment to our constituents, while supporting our dedication to global enhancement and social progress.

The Culture Integration and Enterprise Transformation Ambassador will support the work of the Core Values Program Director, Dr. Stacey Rose, and the Manager of Enterprise Risk Management (ERM) Program, Ms. Victoria Meadows, by being a thought partner and contributor to the development of each of these programs at UMB: helping to ensure the UMB Core Values are more than words – that they live in the actions of those within the UMB community – and helping to ensure that ERM is transforming the campus to be a risk responsible culture.

This is a position of trust – allowing you a deeper understanding of how and why some decisions at UMB are made requiring discretion in what can be shared from your work study experience. This is a part-time 10-20 hour a week position available for students participating in the work study program at UMB. Students from all schools are encouraged to apply. Seeking someone passionate about UMB’s mission with an interest in change management, culture setting, community engagement, and/or organizational development.

Key Responsibilities:

- Participate in team and/or committee meetings and contribute to the development of the Core Values Program and the ERM Program
- Conduct or assist with program data collection and performance measurement related to the integration of the core values throughout UMB and/or related to the transformation of UMB’s risk responsible culture.
- Assist in analysis of program analytics, performance measurements, and key risk data collected across the various university systems
- Support Core Values communications, including updating the Core Values webpage, maintaining UMB social media presence, and submitting content to campus marketing channels (Elm, Campus Life Weekly, etc.)
- Provide event and/or training planning support
- Provide clerical support to office staff
- Perform other related duties and special projects as assigned

Minimum Qualifications:

- Enrollment in the Federal Work Study program
- Proficiency in speaking, reading, and writing the English language
- Ability to effectively communicate both verbal and written thoughts, ideas, and facts.
- Ability to demonstrate, understand, apply, and adhere to the UMB Core Values of Respect and Integrity, Well-Being and Sustainability, Equity and Justice, and Innovation and Discovery
- Ability to demonstrate, understand, and assist in creating a culture of risk responsibility and opportunity identification at UMB

Preferred: All academic backgrounds are welcome. Interest in change management, culture setting, community engagement, and or organizational development is preferred.

Experience: No experience required.