

Ambassadors Resources & Requirements 2019-2020

Link to [presentation](#)

Resources available to participant teachers*:

After registering at STEPUPphysics.org:

- Bimonthly newsletters with project updates & highlighted tips and quotes
- Access to the [Careers in Physics and Women in Physics lessons](#)
- Access to the [Everyday Actions guide](#)
- [FAQs](#) about the program & lesson plans
- Access to help via email stepupphysics@aps.org or website [contact page](#)

After contact (workshop or meeting) with an Ambassador:

- All of the above
- Tips & strategies about lesson implementation
- STEP UP swag (will vary)
- [Class Discussions Guidelines poster](#)
- [Participation certificate](#) (downloadable or print)
- Participation Letter that can be given to their administration
- Possibly food (dependent on workshop format)
- \$100 printing/copies fees stipend for reimbursable expenses on a needs basis as recommended by their Ambassador
- Continued contact/check-ins with Ambassador for post-lesson reflection
- Online community (pending launch in Fall 2019)

****Participant Teachers are those that attend a STEP UP workshop put on by an Ambassador, Master Teacher or PMT member.***

Resources available to Ambassadors:

All of the above plus:

- [Internal FAQs](#) including more potentially difficult questions they may encounter
- Monthly contact with Ambassador Cohort and Project Leadership:
 - Bree Barnett Dreyfuss, Ambassador Coordinator
 - Anne Kornahrens, APS STEP UP Project Manager
 - Mark Hannum, AAPT K-12 Program Manager
- Leadership position in the Online Community (pending launch in Fall 2019)
- Additional swag/incentives
- Links to related papers & articles

Requirements for Ambassadors:

From the Ambassador application:

1. Attending the summer 2019 AAPT Ambassador Cohort Summit at the 2019 AAPT Summer Meeting in Provo, Utah.

2. Recruit and prepare 25-35 (or more) physics teachers to use STEP UP materials via in-person one-day workshops or personal outreach.
 - a. Complete all pre-workshop/ meeting communication
 - b. Complete all post-workshop/meeting communication
3. Maintain personal contact with the participant teachers to build a sense of community, gain feedback on their implementation of the lessons, and their impact on students.
4. Meet virtually at least one hour per month with the rest of the Ambassador cohort to reflect on their impact.**

***Due to differences in time-zones and schedules a few meet times will be arranged each month.*

Participant Teacher Data Collection:

In order to evaluate our Ambassador program and propagation efforts in general WestEd has asked for the following whenever possible:

- The names of your participant teachers (registration tracked by Ambassadors, date & time of workshops)
- number of students that go through the lessons with your participant teachers and their gender breakdown.

Evaluation of Ambassador Cohort effectiveness:

Ambassadors will get QR codes specific to them on business cards to help with tracking. Their participant teachers and anyone else they meet and talk about STEP UP with should list the Ambassador's name at the registration portal.



Ideally we are able to track the teachers that register on the website when they enter the Ambassadors name but can also track it by date and time of the event. Whenever possible, Ambassadors should send in the names of participant teachers, the number of students that experienced the lessons and gender breakdown of those students.