

**UNIVERSITY OF MARYLAND
SUMMER 2025/FALL 2025/SPRING 2026
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 X

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, Saratoga Building, 14th Floor

Telephone: 410-706-0724

Fax No. _____

Work Study Supervisor's Full Name: Victoria Meadows

Work Study Supervisor's Title: Assistant Director, Enterprise Risk Management Program

E-mail Address: victoria.meadows@umaryland.edu

Alternate Supervisor's Full Name: Stacey Rose and Karen Park

Alternate Supervisor's Title: Core Values Director and Executive Director of Strategic Projects /Chief of Staff to SVP for A&F

E-mail Address: stacey.rose@umaryland.edu and karen.park@umaryland.edu

Job Title: Enterprise Transformation Ambassador

Job Function: ____ Technical ____ Administrative ____ Research Lab ____ Research Clinical ____ Tutor X 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: Enterprise Transformation Ambassador

Job Summary: 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. In addition, it strives to further strengthen the connection between risk awareness and the university's strategic plan. Our ERM program guides our academic programs, operating philosophy, and commitment to our constituents, while supporting our dedication to global enhancement and social progress.

Enterprise Transformation Ambassador will support the work of the Assistant Director of the Enterprise Risk Management (ERM) Program, Ms. Victoria Meadows, by being a thought partner and contributor to the continuous development of the program at UMB by helping to ensure that ERM is transforming the campus to be a risk responsible and risk aware 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 and strategic outlook with an interest in enterprise level risk management, change management, culture setting, and/or organizational development.

Key Responsibilities:

- Participate in team and/or committee meetings and contribute to the development of the ERM Program
- Conduct or assist with program data collection and performance measurement related to the transformation of UMB's risk responsible and risk aware culture.
- Assist in analysis of program analytics, performance measurements, and key risk data collected across the various university systems
- Provide 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, and assist in creating a culture of risk responsibility and opportunity identification at UMB

Preferred: All academic backgrounds are welcome! Interest in enterprise level risk management, change management, culture setting, and/or organizational development is preferred.

Experience: No experience required.