|  |  |
| --- | --- |
| Ambassador Program | 2021 |
|  The Ambassador Program is a subcommittee of the Chamber of Commerce of Okeechobee County dedicated to giving personal value to the members of the chamber through public relations, social networking, and assisting the chamber to build and maintain membership. | Chamber of Commerce of Okeechobee County |

 Ambassadors are a subcommittee of the Chamber of Commerce of Okeechobee County dedicated to giving personal value to the members of the chamber through public relations, social networking, and assisting the chamber to build and maintain membership*.*

Ambassadors of the Chamber of Commerce of Okeechobee County make a one year commitment to the subcommittee; when called upon to serve answer in a timely manner, and attend at least one Chamber event monthly. Each Chamber Ambassador will be assigned a team, either special events or membership.

Ambassadors of the Chamber of Commerce of Okeechobee County make a one year commitment to serve on the subcommittee. When called upon to serve Ambassadors answer in a timely manner, and attend at least one chamber event quarterly. Each Chamber Ambassador will be assigned a team, see attached sign-up sheet. Ambassadors will receive countless benefits from their time served but some of the most important are:

* *Exposure for you and your business within the chamber and the local community*
* *Meeting business leaders for potential business opportunities and social contacts*
* *Contributing to community growth*
* *Recognition as a leader*
* *Be a resource for local businesses*
* *Enjoy social interaction with other like-minded volunteers*

Ambassadors that are on the Special Events teams should be creative individuals dedicated to creating a fun relaxing atmosphere in which business members feel comfortable and have the opportunity to engage in networking. Special Events team members are responsible to:

* *Greet others upon arrival to events such as Grand Openings, Business After Hours, Business Exchange Luncheons, and other specialty events*
* *Use the “Buddy System” in order to invite those charged to them to attend events*
* *Be present at as many Grand Openings/Ribbon Cuttings as possible to support growth in the community*
* *Serve the needs of the chamber or host business*

Ambassadors that choose to serve on the Membership and Promotions teams should be outgoing individuals with a heart for bettering the community. Membership and Promotions team members are responsible to:

* *Use the “Buddy System” in order to invite those charged to them to attend events and/or get any questions/concerns handled*
* *Visit members whenever possible to check in*
* *Help facilitate new member orientation classes*
* *Help promote chamber and business member events*

In addition to your team responsibilities which will be divided equally among members of the team, ALL Ambassadors are responsible for their Chamber Buddy. Chamber Buddies are assigned in rotation style format so as to equally divide the new members among the committee. When it is your turn you will receive an email introducing you to the primary representative of the new member. A reminder email will be sent to you about the one-, three-, six-, and twelve-month milestones in your “buddies” first year of membership. Be sure to reach out and congratulate them through whatever means you are most comfortable with!

# **Ambassador Program Application**

Personal Information

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Company of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Work Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Mobile Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

When are you available?

|  |  |  |  |
| --- | --- | --- | --- |
| \_\_\_\_ Monday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |
| \_\_\_\_ Tuesday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |
| \_\_\_\_ Wednesday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |
| \_\_\_\_ Thursday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |
| \_\_\_\_ Friday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |
| \_\_\_\_ Saturday | Morning \_\_\_\_ | Afternoon \_\_\_\_ | Evening \_\_\_\_ |

What qualities do you possess that would make you a good Ambassador? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What do you hope to gain from serving as an Ambassador? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ambassador Conduct Agreement

1. I will carry out the mission of the Ambassadors and represent the Chamber of Commerce of Okeechobee County in a professional manner, including abiding by the “Business Casual” or nicer dress code when serving as an Ambassador *(No Short Shorts, Tank Tops, and Sneakers etc.)* \_\_\_\_\_\_\_\_\_\_\_
2. I will be committed to growing the membership of the Chamber of Commerce of Okeechobee County through the “Buddy System” or regular contact. \_\_\_\_\_\_\_\_\_\_\_
3. I will be informed about the events, activities and work of the Chamber of Commerce of Okeechobee County in the region and work to engage new members in the offerings of the Chamber. \_\_\_\_\_\_\_\_\_\_\_
4. My workplace is aware of my possible involvement as an Ambassador and supports me making the necessary commitment of time. \_\_\_\_\_\_\_\_\_\_\_
5. I will serve on an Ambassador Team and work to meet the requirement of 50% Team attendance. \_\_\_\_\_\_\_\_\_\_\_

As a member of the Ambassador Committee, I recognize that membership is a privilege. Furthermore, membership brings with it the responsibility to ensure that all members also understand and commit to the membership standards and guidelines. Accordingly, I commit to:

* Conduct all business and professional activities in a reputable manner, to reflect honorably upon myself and my business, and to respect the good reputation of the chamber, and represent the chamber accordingly;
* Understand, support, and promote the missions and goals of the chamber;
* Refrain from making sexual or other inappropriate comments, jokes, or innuendo;
* Practice restraint when consuming alcohol at all chamber associated events as to avoid intentional or accidental inappropriate actions, comments or words;
* Respect the persons with whom I interact by honoring boundaries, recognizing there are different opinions, understandings and comfort levels, and accepting that it is possible to agree to disagree;
* Respect the property, personal and profession of the people and businesses with which I interact, by never stealing or defacing public or private property;
* Participate, whenever reasonably possible, in the functions and activities of the chamber, promoting business growth and related activities in the Okeechobee area

Furthermore I understand that failure to adhere to the professional and personal obligations outlined above, and further defined in the chamber Policies and Procedure manual, can result in the termination of my memberships in the Ambassador Committee.

Ambassador: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_