

PURPOSE

Ambassadors are enthusiastic volunteers from the Chamber membership who devote their time to help build member commitment and raise community awareness of the Chamber. Ambassadors are the face of the Chamber and serve as advocates for the Chamber membership. They are responsible for attending Chamber events, encouraging member participation and recruiting new members.

Ambassadors demonstrate the following attributes:

- Understanding and appreciation of the goals and ideals of the Chamber.
- Display a professional, positive and ethical manner and appearance at all Chamber events and functions.
- Excitement, enthusiasm and support for the community at civic, community and Chamber events.
- Eager to be a resource for businesses and see that questions and concerns are answered and reported.

Their mission is to promote, serve and participate in the growth and development of the Chamber of Commerce through attendance at Chamber and community functions, and to retain existing members and attract new members by sharing about Chamber services, resources and benefits.

ELIGIBILITY REQUIREMENTS

Ambassadors must be employees or representatives of a Chamber member who is in good standing with the Chamber of Commerce. Applicants should have been a Chamber member for at least one-year before applying to become an Ambassador. A member in good standing is one that has paid and is up to date with their membership dues and does not have an outstanding account balance of more than 90 days. Ambassadors are chosen based on the individual's merits and not upon the organization with which he or she is associated. Therefore, no business or organization is guaranteed an Ambassador position.

AMBASSADOR CANDIDATE REQUIREMENTS

Individuals who are selected as a Chamber Ambassador will be considered an Ambassador Candidate for their first year. They will be required to attend an orientation held in January. The orientation will discuss Chamber benefits, services and marketing opportunities to help familiarize Ambassadors for their role.

After the orientation, Ambassador candidates will be eligible to participate in Chamber activities as an Ambassador candidate. Candidates will be expected to attend a variety of events during their first year as an Ambassador in an effort to familiarize themselves with the variety of programs and serves offered by the Chamber. Below is a list of the requirements to be completed within one year:

- Attend 3 Ribbon Cuttings per quarter
- Attend 1 Business After Hours
- Attend 1 of 6 Legislative Forums or 1 of 2 Legislative Luncheons
- Attend 3 of 10 Business@Lunch events
- Attend monthly Ambassador meetings (no more than 3 absences)

- Complete 6 retention visits with another Ambassador by the end of June prior to completing a peer to peer visit alone
- Assist with 1 Chamber volunteer opportunity. Such opportunities may include things such as putting together goody bags for the annual golf tournament, making new resident packets and/or delivering new resident packets.
- Attend 4 other Chamber events of the Ambassador's choice

Active Ambassador Requirements

After the first year is complete, Ambassadors will become active. Active Ambassadors are expected to attend a variety of Chamber events and activities, recruit new members to the Chamber and encourage participation in Chamber activities. To remain an Ambassador in good standing and eligible for awards, Ambassadors must complete the activities listed below in each 12-month period and will receive points for each activity completed.

- Attend 3 Ribbon Cuttings per quarter
- Attend monthly Ambassador meetings (no more than 3 absences)
- Complete retention visits as your schedule allows
- Attend 4 Chamber events per quarter
- Refer 2 potential members to the Chamber. (Give name and contact information to Membership Development Coordinator.)
- Invite a new or long-term member to attend an event with you (new members are listed in our bi-weekly eNews).

SELECTION

- Applicants must live or work in Stillwater
- Applicants must be a member of the Chamber of Commerce or work for a Chamber member for at least one year prior to making application
- A maximum of 10 ambassadors will be selected each year

TIMELINE

Applications must be submitted by 5:00 PM on Friday, November 30, 2018. Applicants, whether selected or not, will be notified in December.

Ambassador Application

Application must be typed

Personal Information

Name (First, Middle Initial, Last, Suffix if any):

Name you wish to be called (i.e., "Will" instead of "Willard"):

Length of residence/employment in Stillwater:

Address (Street, City, Zip):

Home Phone:

Cell Phone:

Email Address:

Current Employer:

Job Title:

Employment History (In reverse chronological order):

Employer:	Title:	Date:	Responsibility:
1.			
2.			
3.			

Organizations & Activities

List in order of importance to you up to five organizations of which you are or have been a member:

Organization:	Approximate Dates of Membership:	Official Position(s) Held:
1.		
2.		
3.		
4.		
5.		

Please describe your Chamber involvement over the past year.

Please answer the following questions:

What does being a Stillwater Chamber of Commerce ambassador mean to you?

What is your favorite aspect of the Chamber? Additionally, what opportunities do you hope to gain out of your Ambassadorship, if selected?

Please list any extracurricular or volunteer opportunities you are or have been engaged in:

References

Please provide references that will attest to your professionalism, leadership and community commitment.

Name & Title:

Business:

Address:

Phone:

Name & Title:

Business:

Address:

Phone: