

Ambassador Leadership Role

Mission Statement

To promote the Chamber of Commerce to the Decatur and Macon County area, through various meetings and events, and assist with member involvement, recruitment and retention.

Ambassador Criteria

Chamber Ambassadors are an informed group of motivated, enthusiastic and articulate businessmen and women who serve as the backbone of the Chamber's membership retention program. They represent the Chamber at many civic and social functions. Ambassadors must meet the following criteria:

- Chamber member in good standing
- Excellent business reputation in community
- Personable, positive attitude
- Knowledgeable of Chamber programs

Ambassador Benefits

- Visibility at Chamber functions and on the Chamber website
- Eligibility for "Ambassadors of the Year" presented at the Chamber Annual Meeting
- Eligibility for "Ambassadors Spotlight" at the monthly Ambassador Meeting
- Develop leadership image by enhancing relevant professional programs and networking opportunities
- Networking with a variety of business professionals
- Firsthand updates from the President of the Chamber and direct contact with decision-makers

Goals & Objectives

- Provide ongoing membership contact to help promote retention and encourage member involvement
- Welcome and assist all Chamber members at meetings and/or events
- Visit new businesses and inform them of the benefits of becoming a Chamber member
- Promote Chamber membership peer to peer and complete application process

Responsibilities / Expectations / Activities

- Monthly contact with an assigned number of long-term, new and "at risk" chamber members
- Track and report contacts to Chamber staff each month using the "Contact Record"
- Promote participation and attendance at various chamber events to assigned accounts
- Attend Chamber meetings and events (Business After Hours/ Business Breakfast)
- Attend monthly Ambassador meeting (only 3 absences allowed / call Chamber office if not attending)
- Attend Chamber ribbon cuttings
- Attend Ambassador orientation/training annually
- Attend Chamber news conferences
- Attend Chamber special events
- Nominate new members with application
- Distribute new member plaque, decal and directory to new members
- Assist the Chamber in various community image campaigns
- Assist with membership drives – both new and retention

Ambassador Officers

Elected Officers of the Ambassador Club shall be President, President-elect, Vice President, Secretary and Concierge.

Ambassador Application

Fax completed application to 422-4576

Name _____

Employer _____ Work Phone _____

Street Address _____

City _____ State _____ Zip _____

Fax _____ e-mail _____

Job Title/Position _____

Please provide a brief description of your job responsibilities:

Please list any community organizations in which you are, or have been, actively involved.

1. _____ Dates _____

2. _____ Dates _____

3. _____ Dates _____

How long have you been a member of the Chamber of Commerce? _____

What are your reasons for wishing to participate in the Chamber Ambassador Club?

What do you feel you can contribute to the Chamber Ambassador Club?

Please list two people that can serve as a reference for you:

1. _____ Daytime Phone _____

2. _____ Daytime Phone _____

Please provide the name and signature of your supervisor to indicate support.

Supervisor's Name: _____

Supervisor's Signature _____