**APPLICATION** learn[in]g vot[in]g help[in]g corporate [in]tegrate sh[in]e [in]spire w[in] [in]corporate [in]tegrate sh[in Southeast Kentucky Chamber of Commerce The Power To Be Heard **Jacob Colley** Vice President of Operations Southeast Kentucky Chamber of Commerce 178 College Street, Pikeville, KY 41501 PHONE. (877) 738-4400 EMAIL. jacob.colley@sekchamber.com

### **Become an Ambassador**

The Southeast Kentucky Chamber of Commerce Ambassador Club was established as a coalition of business professionals that work to shape the future of the Chamber and serve as advocates for the organization.

The Southeast Kentucky Ambassadors are the "goodwill arm" of the Chamber. They are charged with extending the hand of friendship to old and new members alike. They promote retention by welcoming new members, making goodwill calls, assisting with ribbon cuttings, and attending various Chamber events, such as the Business After Hours.

Southeast Kentucky Ambassadors serve as a liaison between the Chamber and the Chamber members. They assist members in fully recognizing the value of their Chamber membership. The Chamber relies on the Ambassadors to aid in relaying information to and from members, identifying concerns, and garnering support from the Chamber.

The Ambassador Club is an exclusive benefit of the Southeast Kentucky Chamber of Commerce and has a limited enrollment of twenty (20). It is the most active group in the Chamber and every member should realize the commitment involved. If selected, you are expected to serve a minimum of one year and fulfill the participation requirements consistently.

The expectations are high for our Southeast Kentucky Chamber Ambassadors, but the rewards of membership are even greater. You are sure to gain valuable friendships, networking opportunities, and contribute to the strengthening of our business community.

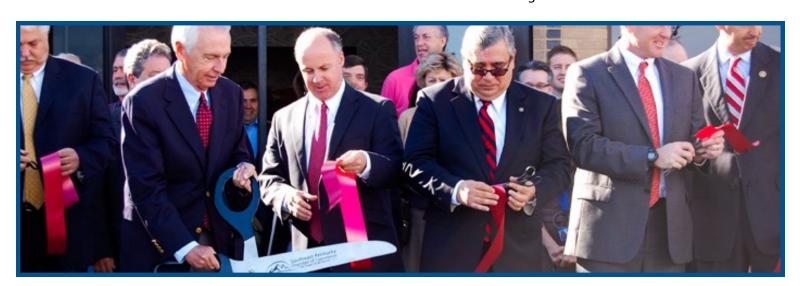
### **Mission and Goals**

#### Mission

To ensure each Chamber member realizes the value of their membership

#### Goals

- To promote the Southeast Kentucky Chamber of Commerce throughout the region, to assist the Chamber in providing value for our existing members, and to encourage other businesses to join the Chamber
- To develop a program of contact with current members, especially recently added members to enhance retention
- To promote new member participation, networking, and involvement at all Chamber meetings and/or events
- To visit new businesses and inform them of the benefits of becoming a Chamber member



# **Awards and Recognition for Ambassadors**

Chamber Ambassadors will be awarded and rewarded monthly for their ambassadorial endeavors, based upon a points system. For each activity or goal accomplished by an ambassador, s/he will receive a set number of points.

# **Ambassador Program Point System Structure**

Recruit New Chamber Member	100 pts
Attend Ribbon Cutting	50 pts
Attend Business After Hours Event	50 pts
Attend Ambassador Luncheon	30 pts
Recruitment / Retention Visit	25 pts
Bring a Guest (Potential Member)	25 pts
Attend Committee Meeting	20 pts
Attend Chamber Function / Event	20 pts
Payment of Chamber Dues on Time	10 pts

All awards will be based on points earned through participation. Points will be tracked through sign in sheets at each event. Failure to sign in forfeits the points. The sheet is usually in the reception area of an event.

- Each month, the Ambassador with the highest point total will be featured in the Chamber's newsletter as the "Ambassador of the Month"
- At the end of each fiscal year, Ambassadors that attend 75% of all Chamber Ribbon Cuttings and Business After Hours events will receive a recognition plaque at the Chamber's Annual Awards Banquet
- An Ambassador of the Year Award will be given to the Ambassador with the highest point total
- Additional awards/recognition will be provided to Ambassadors throughout the year with various gifts of appreciation

## **Your Role as an Ambassador**

The Ambassadors are members who volunteer their time to meet and greet at Chamber programs, while fostering and promoting the goals of the Chamber to our membership at large.

- Welcome new members to the Chamber by attending Ribbon Cuttings
- Represent the Chamber at business and institution openings, special Chamber and community events, and meetings.
- Assist new and old members in maximizing the value of their Chamber membership.
- Commit to participate one full year from date of acceptance.
- Recruit a minimum of 1 new Chamber member each year.
- Attend at least 9 of 12 monthly lunch meetings held on the fourth Tuesday of each month from 12-1 pm.
- Stay well informed about the Chamber of Commerce, membership benefits, and functions.
- Visit new Chamber members and deliver New Member information.
- Wear name tag to all Chamber events
- Retain a professional appearance and attitude when representing the Chamber.

# **Southeast Kentucky Chamber of Commerce Ambassador Club Application**

Date// Applicant Na	me
Company Name	Title
Supervisors Name	
Mailing Address	
City	State ZIP
Physical location (911)	
Office Phone	Business Cellular
Fax	Website
Email Addresses:	
Can you Devote four (4) working	g hours per month?Yes No
Do you feel that you can achiev	e at least half of the required tasks? Yes No
•	ambassador Club Chairman? Yes No
	mbassador Club Team Captain? Yes No
·	quirements do you know you can fulfill?
2	
3	
What would you consider a goo	od reward for "Ambassador of the Month" and "Ambassador of the Year"?

# Thank you for your application!

Please mail, fax, or email your application to:

**Southeast Kentucky Chamber of Commerce Ambassador Club** 

178 College Street | Pikeville, KY 41501

e. info@sekchamber.com | f. (606) 432-7295