



DEFINITION OF A CHAMBER AMBASSADOR

An Ambassador is a member of an elite volunteer organization who represents the Sikeston Regional Chamber and their company in the community. Although this organization is made up entirely of volunteers, the structure is such that the integrity of the program will be maintained at all times. Members of the Ambassadors must have the desire and willingness to commit their time and energy to the program.

An Ambassador acts as the public relations arm of the Chamber by attending and working at various Chamber functions and events; staying informed and participating in the programs and projects of the Chamber; relating these programs and projects to members of the business community

ATTENDANCE:

-Attend as many events as possible, as your schedule allows.

-There will be quarterly meetings, with the specific time/date to be set by consensus of the committee.

All consideration will be taken when evaluating absenteeism. In the event of medical, family, or other emergency, a leave of absence may be taken from the program.

INACTIVE STATUS:

A volunteer who can no longer meet the attendance requirements may elect inactive status. This will allow them to participate in, and assist at Chamber functions. They will not, however, wear the official Ambassador lanyard or be included in the monthly meetings.

RESPONSIBILITIES:

Ambassadors are on call and available for grand openings, ribbon cuttings, open houses, ground breakings, industry announcements, press conferences, rallies, etc., and other activities representing the Chamber.

- Notice will be given to all volunteers concerning these events.
- Ambassadors will be responsible for maintaining relationships with current members.
- Ambassadors will wear their lanyard to Chamber events (unless otherwise indicated by the Program Director).
- Ambassadors should bring their business cards to present to the business owner/manager and introduce themselves when they arrive.
- Ambassadors will assist at Chamber events in the following areas:
 - Recruiting door prize sponsors and picking up door prizes.
 - Volunteer to work at one Chamber event (golf outing run, luncheons, banquet)
 - This includes but is not limited to:
 - Collect entry fee, make name tags and register attendees.
 - Serve as greeters near the entry.
 - Assist first-time attendees by performing introductions.
 - Any other duties as specified by the Program Director.