



[who are chamber ambassadors?]

Ambassadors are highly visible, prestigious volunteers who serve as the Chamber's primary liaison to new Chamber members. Considered the goodwill arm of the Chamber, the Ambassador committee plays an essential role in member communication and retention, and each Ambassador is charged with conveying member needs, questions and concerns to Chamber staff, keeping our Chamber in line with our members' desires.

Upon their appointment, each Ambassador makes a commitment to build lasting relationships with the Chamber membership, particularly new members, in order to build a loyal, committed membership base that will continue to support, participate in and invest in the Chamber.

[about the program + commitment]

Ambassadors actively promote membership in the Chamber, facilitate networking among members and encourage meaningful participation and involvement in Chamber programs in order to enhance the membership benefits received by each member, strengthen member commitment and increase long-term member retention.

The Ambassador program is a sub-committee of the Membership Committee, and the program is coordinated by the Ambassador Chair and the Chamber's director.

Ambassadors must represent a company in good standing with the chamber and for at least 90 days with a one year commitment. Ambassadors will each receive monthly new member assignments, and Ambassadors can expect to spend 1-3 hours per month on their Ambassador duties. Ambassadors are expected to attend at least one monthly Ambassador meeting per quarter, a minimum of four per year. The Ambassador Committee meets 3 - 4 p.m. on the first Thursday of every month at the Chamber offices.

[ambassador responsibilities]

- Accept new member assignments and connect with new member within 30 days, reporting relevant information from these interviews to Chamber staff within 48 hours.
- Attend Chamber events to greet and build relationships with new members, as well as to facilitate introductions and foster direct connections for new members.
- Attend member ribbon cuttings, grand openings and ground breakings.
- Maintain quarterly contact via e-mail or phone with your assigned members using retention script.
- Volunteer at Chamber functions, when able.
- Train with veteran Ambassador on first call.
- Meet with Ambassador Chair for 15 minutes prior to your first Ambassador Committee meeting .

VOLUNTEER | SUPPORT | ADVANCE

