



Ankeny Area Chamber of Commerce Ambassador Committee Application Form

Please complete the following:

Name: _____ Date: _____

Company Name & Title: _____

Company Mailing Address- Street

Company City State Zip County

Company Phone Direct Line Fax

Email Address at Work

Personal Information:

Home Address City Zip

I prefer to be reached via [] Work phone [] Work email
[] Mobile [] Personal email _____

I approve text messages. [] Yes [] No
I approve calendar invites [] Yes [] No

Chamber Member for number of years? [] 1 year [] 2-3 years [] 4+ years

Please list your reason(s) for becoming a Chamber Ambassador.

What do you wish to gain personally and professionally by becoming an Ambassador?

Ambassador Purpose: Serve as the public relations arm of the Chamber.

Duties include: Welcoming/mentoring new members, greeting at Chamber events and promoting the organization. Ambassadors are a very important part of the Chamber and are expected to exhibit professionalism, dependability, integrity, energy and communication skills.

I understand the purpose, duties and responsibilities as an ambassador. I agree to accept the following:

1. Attend Ribbon Cuttings – Business After Hours – New Member Mixer – Latte’ & Leads and Ambassador Socials.
 - a. Assist with set up if needed
2. Contact new Chamber members
 - a. Mentor New Members
 - b. Encourage active participation for new members
 - c. Visit current and prospective members
3. Attend BAH, Mixers, Latte’ & Leads, Ribbon Cuttings and Groundbreaking Ceremonies 50% of the time
4. Speak at Ribbon Cuttings – Greet at BAH – Greet at Latte’ & Leads
5. Attend Chamber Ambassador Meetings at a minimum – 9 of 12 meetings
6. Assist with SummerFest Headquarters Tent
7. Represent the Board of Directors and the Executive Director with dignity and respect
8. I agree to serve a two-year term and not miss three consecutive meetings/events.
9. I agree to notify the chairperson if and when unable to attend a meeting, mixer, event, etc.

Name: _____ Date: _____

OFFICE USE ONLY:

Date received: _____ Date interviewed: _____

Interviewed by: _____

Date approved by Committee: _____

Ambassador notified: [] Phone call [] Email [] Letter [] In Person

Ambassador Chair: _____ Date: _____

Ambassador Vice Chair: _____ Date: _____