



Ankeny Area Chamber of Commerce Ambassador Committee Application 2020

The Ambassadors are the welcoming arm of the Ankeny Area Chamber of Commerce, celebrating member ribbon cuttings, recruiting new Chamber members, and volunteering at events. The Chamber Ambassador program is designed to involve and inform new members, encourage strong, continuing membership, and to actively support the Chamber and community.

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?

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/Groundbreaking Ceremonies – Business After Hours (BAH) – New Member Mixers – Lattes & Leads – 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 Ribbon Cuttings/ Groundbreaking Ceremonies as often as your schedule allows. (Attendance will be monitored)
4. Attend BAH, Lattes & Leads, and Mixers 50% of the time.
5. Speak at Ribbon Cuttings/ Groundbreaking Ceremonies (Minimum 3 times per year) – Greet at BAH – Greet at Lattes & Leads
6. Attend Chamber Ambassador Meetings at a minimum – 9 of 12 meetings
7. Assist with SummerFest as needed (ie: Headquarters Tent, Selling Tickets, etc)
8. Represent the Board of Directors and the Executive Director with dignity and respect
9. I agree to serve a two-year term and not miss three consecutive meetings without approval by Ambassador Committee Chair or Chamber Staff Liaison.
10. 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: _____