



AMBASSADOR PROGRAM

Ambassador Meetings:

All meetings will be held at the Chamber building. Networking will be 11–11:30 a.m., and the meeting will start at 11:30 a.m.*

January 9	<i>July (no meeting)</i>
February 6	August 6
March 5	September 3
<i>April (no meeting)</i>	October 1
May 7	November 5
June 4	December 3*

*Fun volunteer party for all Emissaries and Ambassadors only – “Silly Santa” and great food! Begins at 11:15 a.m.

Ambassador Requirements, Protocol, and Activities:

- Be employed by a Chamber member or have your own membership; membership must be in good standing.
- Pay the Ambassador Program fee (\$175 per year) and complete **Application** (if new).
- Read, complete, sign and date **Code of Conduct** form yearly.
- Have employer’s approval to participate in the program.
- RSVP to attend the Ambassador lunches online under **Events** or email directly to Donna McCrary at dmccrary@hsvchamber.org.
- Attend ribbon cuttings and stay current with new Chamber members to create new business relationships.
- Always follow ribbon cutting etiquette and dress business professional like a community leader.
- Congratulate the member having a ribbon cutting (it is their special day).
- Discretely give a business card to Chamber staff or Volunteer lead at every ribbon cutting attended.
- No hard selling at any ribbon cutting or meeting.
- Meet and greet your fellow Chamber volunteers at every meeting and ribbon cutting.
- Wear Ambassador badges to Chamber events and Ambassador lunches when you receive it (may take up to 4 weeks for delivery of badges).

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- Invite members and non-members as your guest to the Ambassador lunches that you attend (with the exception of the December party) and send names of guests attending to Donna McCrary at dmccrary@hsvchamber.org.
- Recruit new Ambassadors.
- Update your own business information for the Chamber database yearly using your member password – if you need a member password just email Donna at dmccrary@hsvchamber.org.
- No solicitation for political issues or persons at the Chamber building or on its grounds, at any Chamber event, meeting, or function.
- Receive periodical special invitations to exclusive economic development announcements (this invitation is non-transferable under any circumstance).
- Monthly, Chamber leadership and Program Leads will choose an ***Ambassador of the Month*** who has gone above and beyond to help the Ambassador program.
- Yearly, the Chamber leadership will choose Program Leads based on their leadership skills to help guide, oversee, and grow the Ambassador program.
- Program Leads will be responsible for emceeding all meetings/lunches.
- The Chamber reserves the right to terminate immediately and without warning any Ambassador.
- Program activities, protocol, and benefits may be changed, at anytime by senior Chamber management.