

HOBESOUND CHAMBER OF COMMERCE

AMBASSADOR RESPONSIBILITIES & GOALS

1. Attendance at monthly meetings & ribbon cuttings (see attached calendar of meeting dates)
2. Meetings are at noon on the first Wednesday of each month. Most of the time the meetings take place in the Chamber office conference room. Ribbon cuttings maybe at the Chamber office or may be at the location of the new business. Frequently, when a ribbon cutting is held at a different location we suspend the meeting in the office.
3. Meetings last approximately 30 to 45 minutes followed by the ribbon cuttings. The total time commitment is about 1-1 ½ hours and can be longer depending on the number and location of ribbon cuttings.
4. If 3 consecutive monthly meetings are missed the Ambassador will be asked to step down and can be reinstated when their schedule allows time to attend the meetings
5. Attendance at monthly events – breakfasts and business after hours socials (minimum of one event per month in addition to monthly meeting)
6. Perform specific duties at each event, to include check-in, greeting members, introducing new members to other members, other help as needed at events and this will mean early arrival at events a minimum of ½-hour before scheduled start time
7. Contact new members to welcome them to The Chamber family
8. Ambassador of the year will be chosen with an award presented at the annual Holiday/Installation Luncheon
9. Earn points for awards by attending meetings and events as outlined above
10. Photo with award earned printed in The *Pelican* and on the Chamber website, announcement of winner sent to the news media
11. Provide leads for potential new members. Jan and/or Angela will follow up.