



AMBASSADOR GUIDELINES

These written guidelines have been established by the Mountain Home Area Chamber of Commerce for the purpose of offering consistent standards to all MHACOC ambassadors.

WHAT IS AN AMBASSADOR?

A Mountain Home Area Chamber of Commerce Ambassador is a representative who enhances the Mountain Home Area Chamber of Commerce through their effectiveness and visibility in the community at large. Ambassadors attend ribbon cuttings, grand openings, groundbreakings, and Business After Hours events.

WHO IS ELIGIBLE TO BE AN AMBASSADOR?

An Ambassador's employer is required to be a Chamber member in good standing. Ambassador selections are subject to board approval.

WHAT ARE THE BENEFITS OF BEING AN AMBASSADOR?

- Networking opportunities, business leads, and visibility.
- Increased exposure to the Chamber and its initiatives.
- Increased recognition for both the individual and the organization in the business community.

WHAT IS EXPECTED OF AN AMBASSADOR?

- Attend ribbon cuttings, Business After Hours events, grand openings, and groundbreakings.
- Wear red blazers to all events unless it is otherwise noted.
- Believe in and support the efforts of the Chamber and its mission, and project a positive image.
- Receive and respond to email communications.
- Maintain professional conduct at all times.
- Earn 150 points each year to be eligible for renewal.
- Attend 50% of all events to be eligible for renewal.
- Must notify the Chamber of Commerce Director of Operations if unable to attend any event.
- Must be willing to make introductions and interact at events.

WHAT IS EXPECTED OF A DIGITAL AMBASSADOR?

- When unable to attend in-person ribbon cutting, Ambassadors are encouraged to like, share, and welcome new Chamber member on Facebook or Instagram.
- When unable to attend in-person ribbon cutting, Ambassadors are encouraged to stop by the place of business to introduce themselves as a Chamber Ambassador.
- Share exclusive information/announcements given to you by the Mountain Home Area Chamber of Commerce Staff.



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WHAT FEES ARE ASSOCIATED WITH BECOMING AN AMBASSADOR?

There is a \$200 fee for new Mountain Home Area Chamber of Commerce Ambassadors. The fee will cover the cost of the red blazer to be worn to events, a name tag, and one shirt. There is a \$100 renewal fee assessed annually after the first year. Ambassador fees are non-refundable.

COMMUNICATIONS

- Ambassadors will receive a calendar invitation for each scheduled event.
- Ambassadors will also receive a text message reminder.

RIBBON CUTTINGS

Ribbon Cuttings are typically scheduled on Tuesdays and Thursdays at 12:00 p.m. Ambassador attendance is required at these scheduled events. On the occasion that a ribbon cutting is scheduled for a time or day that is not typical, attendance is still required if a weeks' notice is given.

AMBASSADOR MEETINGS

Ambassadors must attend the Chamber of Commerce meetings held quarterly at 4:00 p.m.

HONORS & RECOGNITION

The Chamber will select an individual whose ambassador involvement has exceeded yearly expectations. The individual who has been chosen will be recognized as the Ambassador of the Year at the Mountain Home Area Chamber of Commerce Annual Banquet & Membership Meeting. This ambassador will have their renewal fee waived.

AMBASSADOR AGREEMENT

I, _____, have read and hereby agree to abide by the Mountain Home Area Chamber of Commerce Guidelines as a Mountain Home Area Chamber of Commerce Ambassador. If I do not adhere to the guidelines, I may be removed as a Mountain Home Area Chamber of Commerce Ambassador.

_____ Ambassador Signature _____ Date

_____ Director of Operations _____ Date