

Chamber Ambassador Application

What is an Ambassador for the Greater Tallahassee Chamber of Commerce?

The Ambassadors are a group of members who volunteer their time to serve as brand representatives for the Chamber and its services. Recognizing that our members are the backbone of the organization, Ambassadors work to provide greater visibility for new members while supporting, encouraging, and spreading goodwill among existing members.

Ambassadors promote the Chamber by being knowledgeable about member benefits, recommending resources, and fostering relationships. Whether volunteering at events, posting on social media, or giving back to the community, Ambassadors play a critical role in boosting the identity of the Chamber and cultivating its deep roots in the community.

Ambassador Benefits

- a. Heightened visibility and expanded recognition for each Ambassador within the Chamber and community as a result of attending ribbon cuttings, grand openings, and Chamber events.
- b. Professional networking opportunity
- c. Competitive “Ambassador of the Year” recognition at Annual Chamber Breakfast Meeting
- d. Increased access to community and business leaders as a result of involvement
- e. Select events can be attended free of charge when acting as an official Chamber Ambassador - wearing your red jacket. (Business After Hours)

Ambassador Purpose and Responsibilities

- a. Ambassadors will serve in actively promoting the Chamber’s vision, mission, and strategic priorities.
- b. Ambassadors will assist in welcoming new members through calls, emails, and delivering “welcome bags.”
- c. Ambassadors will assist in retaining current members and encouraging their involvement in Chamber committees, events, and programs.
- d. Ambassadors will serve as Chamber representatives at ribbon cuttings, grand openings, breakfasts, luncheons, and other community events.
- e. Ambassadors will actively communicate on social media, helping to promote the Chamber and its fellow members.
- f. Ambassadors will adhere to social media guidelines provided by the Chamber.
- g. The Ambassadors will regularly meet on the 2nd Monday of each month from 3:30-4:30pm.

Selection Qualifications

To help you determine whether the Ambassador role is right for you, consider the following critical attributes we are looking for:

- Effective Communication
 - Passion for Building and Growing Relationships
 - A high level of Professionalism
 - Team Player willing to serve in a variety of ways
- a. Ambassador membership is limited to persons who are members in good standing or employed by members in good standing with the Greater Tallahassee Chamber of Commerce.
 - b. Ambassadors should demonstrate the commitment to the mission and goals of the Chamber, flexibility in the workday, and willingness to volunteer their time and effort.
 - c. Ambassadors shall make every effort to attend the monthly meetings and scheduled events. Attendance will be recorded each month. If a member is unable to attend, it is their responsibility to inform the Chamber Ambassador Coordinator.
 - d. If an Ambassador can no longer fulfill their obligation, they must notify the Chamber Ambassador Coordinator.



G R E A T E R T A L L A H A S S E E C H A M B E R O F C O M M E R C E

AMBASSADOR APPLICATION

I. Business Information

Name: _____

Employer: _____

Business Address: _____

City, State, Zip: _____

Business Phone: _____ Cell Phone: _____

Email Address: _____

Title or Position: _____

Job Responsibilities: _____

II. Community Involvement:

Please list any groups or organizations that you have been involved. (This includes community, civic, political, government, social, athletic, and/or other activities.)

Organization: _____

Assignment/Position: _____

Responsibilities: _____

Organization: _____

Assignment/Position: _____

Responsibilities: _____

Organization: _____

Assignment/Position: _____

Responsibilities: _____



G R E A T E R T A L L A H A S S E E C H A M B E R O F C O M M E R C E

What do you consider your most important accomplishment to date in one of the above organizations? Why?

How do you find it beneficial to be a part of the Tallahassee Chamber?

How will you utilize your strengths/talents for the betterment of the Tallahassee Chamber?

Please read the following before answering the questions below:

MISSION STATEMENT: The mission of the Ambassadors is to advocate the mission of the Chamber by acting as a voluntary liaison between the Chamber and their membership. As a group of organized volunteers, they share a strong commitment to enhance the Chamber’s membership through recruitment and retention efforts.

The Ambassadors’ Annual goal is to increase the retention rate of new and existing members by conducting a program of goodwill calls; reinforcing the benefit of Chamber membership; increasing members’ knowledge about programs, services, and benefits of the Greater Tallahassee Chamber of Commerce; and keeping channels of communications open between the membership and the Chamber’s Board and staff.

STATEMENT OF COMMITMENT

- a. I will attend the monthly Ambassador meetings or if unable to attend, will notify the Chamber office.
b. I will attend a minimum of 12 Chamber events per year.
c. I will contact new members in person, by phone or email to answer any questions concerning the Chamber’s services, encourage them to schedule a ribbon cutting, invite them to participate in any number of Chamber events, and remind them of other Chamber resources.
d. I will assist Chamber staff in the recruitment of new members and retention of existing members.
e. I will purchase a “Red” jacket from Clothesline – Price \$125

NAME

DATE

SIGNATURE

*Please e-mail completed applications to Melinda Baker at mbaker@talchamber.com.