

AMBASSADOR COMMITTEE

MISSION & PURPOSE

Ambassadors build relationships with new and existing Chamber members to provide guidance and help them get the most out of their Chamber membership. We bring energy, smiles, and friendly knowledge to Chamber events.

RESPONSIBILITIES

- Ambassadors will contact new members, as assigned, to act as relationship managers to strengthen the new members experience and early involvement.
- Ambassadors will mentor new members to help them get the most out of their Chamber membership and provide ongoing feedback to the Chamber.
- Show support by attending Peoria Chamber ribbon cuttings and be visible and approachable at Chamber sponsored events
- Attend monthly meetings

MEMBERSHIP AND STRUCTURE

Committee Chair:

- Term of office: 1 year term, renewable at discretion of Chamber Pres/CEO for up to 3 year maximum.
- Serves as a liaison to Chamber CEO and Chamber employees to keep committee activities focused and in-line with Chamber policies and objectives
- Responsible for achievement of committee objectives/effectiveness
- Schedule and chair the monthly committee meetings
- Meet with Chamber CEO monthly to discuss progress toward goals

Vice Chair

- Term of office: 1 year term, renewable up to three years, then rotates to Chair.
- Assist/direct/consult with committee officers
- Share responsibility to coordinate/serve/support the Ambassador members.
- Monitors/reports on progress toward committee goals at monthly meetings.
- Consult with committee Chair regularly to discuss committee effectiveness/membership

Secretary:

- Takes minutes of each meeting and ensures that copies of minutes are available for distribution before the next meeting.
- Manages the ambassador activity tracker

Steering Committee Officers:

- Comprised of two members.
- Serves as part of the Ambassador leadership team at the discretion of the Chair to provide counsel and assistance with planning, organizing, directing, and coordinating the priorities and general business of the Ambassador Committee.

SHORT TERM GOALS

First Ambassador of the Quarter Oct 2019

Obtain individual name badges

Increase representation at each Ribbon Cutting to 8 Ambassadors

Improve knowledge of Chamber products and activities among the Ambassador membership

Grow Ambassador committee membership to 30 professional, well informed, service-oriented, members by 12/31/2019

Create a shared calendar

Align our activities with those of the Chamber to optimize our support and effectiveness

First Ambassador of the Quarter to be announced at Ambassador event in October 2019

LONG TERM GOALS

Grow and sustain Ambassador Committee membership at a rate equal to Chamber membership growth. (We need one (1) Ambassador for every 5 Chamber members.)