



The GMCC Ambassador Program Application

PLEASE NOTE: This information will not be shared outside of the Chamber.

Name: _____
First Middle Initial Last

Title: _____

Company: _____

Business Address: _____

City/State/Zip: _____

Business Phone: Fax #: _____

E-mail: Web Site: _____

Please list past and present volunteer positions with community organizations.

Position	Name of Organization

Why are you interested in becoming an Ambassador?

The Chamber Mission Statement

The mission of the Greater Madison Chamber of Commerce is to ensure that Greater Madison is a world class place to start, grow and locate a business.

The Chamber Ambassador Program

Chamber Ambassadors are volunteer stewards from member businesses and an external representative of the Chamber. We look to Ambassadors to help members by strengthening their connections and fully leveraging member businesses. The Ambassador role benefits individual networks but also benefits the business as a visible extension to more than 1,200 members.

Our Ambassadors represent the Chamber in the community and promote goodwill among Greater Madison businesses. Ambassadors are selected based on the below criteria and required to perform certain duties and adhere to a specific code of conduct to maintain the integrity and reputation of both the Ambassador Program and the Chamber.



Criteria:

- The Chamber Ambassadorship is a two-year term commitment with the option to renew.
- The Chamber seeks Ambassadors that reflect the diversity of our membership: diversity in sector/industry representation, geographic location and personal background.
- Applicants must have work schedule flexibility for events during business hours. Time frame examples: 7:30 -10 a.m., 3:30 -7:30 p.m., to attend Chamber events as outlined below (at minimum 2 events and 1 meeting per month).

Ambassador Duties:

- Attend monthly meetings the 3rd Wednesday of the month from 3-4:30 p.m. (3 excused absences are allowed).
- Attend at least six member ceremonies during the year such as open houses, grand-opening ceremonies, ground-breaking ceremonies and ribbon cuttings. These events take place between 8:30 a.m. – 5 p.m. Monday-Friday.
- Lead at least one member ceremony, working with the business on the details of the event.
- Act as a liaison for the Chamber by assisting at six or more Big Night Out, Advocacy in the A.M., or Accelerate Madison programs during the year. These events take place in the morning (7:30-10 a.m.) or the evening (3:30 -7:30 p.m.)
- Attend and assist Chamber staff at the 3 marquee Chamber events: Annual Dinner (annually in September 3:30-7:30 p.m., neXXpo (annually in August 3:30-7:30 p.m.) and IceBreaker (annually in April 10:30-1:30 p.m.)
- Attend one Chamber 101 meeting per year. These events take place in the morning from 7:30 -8:45 a.m.
- Work with the Chamber to ensure members are engaged in Chamber activities and benefits through interacting with guests at events and strategic outreach to increase engagement.
- Provide leadership to promote issues that address member needs.
- Dress appropriately, including Chamber Ambassador name tag, for Chamber programs, events and member ceremonies.

Ambassador Applicant Commitment

I have read the above Ambassador Commitment. My signature below indicates my commitment to serve as a Chamber Ambassador as outlined above and adhering to the Ambassador Code of Conduct through my term. At the end of my term I may apply to continue as a Chamber Ambassador.

Applicant Name and Title

Name of Organization

Date

Employer Commitment

This applicant has our full support to participate as an Ambassador for the Greater Madison Chamber of Commerce. We fully understand the time commitment required should they be selected and recommended for the position.

Employer Name and Title

Name of Organization

Date