



## AMBASSADORS APPLICATION & LETTER OF COMMITMENT 2021

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Business: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Email \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Recommended by: \_\_\_\_\_

- A. Briefly describe your job responsibility. Does it allow you to attend events between from 9:00 am - 5:00 pm on weekdays? How does participation in Ambassador calls support your workplace objectives?**

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- B. Summarize community activities or other activities that you have supported as a volunteer. Please include time volunteered to this or other chambers of commerce, and your activities in clubs and organizations.**

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**C. Why would you like to be a RRRCC Ambassador?**

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**D. Commitments:**

- a) Annual Ambassador Membership dues of \$25.00 are requested from each Ambassador in January to help defray program costs and fund ambassador recognition programs. The first year of \$25 annual dues includes the Ambassador Sash and name tag.
  
- b) Attend a minimum 35% of all Ambassador Calls. There are approximately 100 Ambassador calls annually. The majority of calls are during normal working hours, but a few may be on weekends. Ambassador calls are typically chamber networking events but could include other chamber and / or community activities.

**Please sign below acknowledging your understanding of the Ambassador commitment(s) & have reviewed the Ambassador Guidelines. Your completed application, along with your \$25.00 initial annual dues payment, will be reviewed by the Chamber Board Executive Committee and approved by the RRRCC Board. Immediately upon approval, you will be notified of your acceptance to the Ambassadors. You will be given a commitment form to sign for each program year.**

**Signature \_\_\_\_\_ Date \_\_\_\_\_**

# **Rio Rancho Regional Chamber of Commerce Ambassador Guidelines & Letter of Commitment**

## **Mission Statement**

The mission of the Rio Rancho Regional Chamber of Commerce Ambassadors is to enhance the Chamber's visibility and serve as the goodwill arm of the Chamber.

## **Organization**

The Ambassadors serve under the Member Relations Division of the Rio Rancho Regional Chamber of Commerce. Ambassadors function under the Chamber's annual January-December program year.

## **Enrollment**

New Ambassadors will be approved by the Ambassador Chair & the RRRCC Board. Each Ambassador serves a 1-year term. All new Ambassador positions will be filled through an application process. RRRCC staff and/or Ambassador Chair will accept applications, review candidates, and present their selection to the RRRCC Board. All Ambassadors will receive the Ambassador Sash or have the option of purchasing the approved, distinctive "Red Coat" to be worn at all activities. The red coat or sash is required at all ambassador calls. Cost of a coat is currently \$150.00 new. The coat can be purchased at Home Town Threads (contact is Debbie Turner, phone 994-9197); the jacket is a Hardwick Blazer (Artillery Red Regent, is the color). The Ambassador sash is included in the first-year ambassador dues.

## **Activities**

The RRRCC staff will coordinate activities for the Ambassadors. Participation will include ribbon-cutting ceremonies, grand openings, membership development and additional functions deemed appropriate by the Board of Directors. Individual Ambassadors are encouraged to be involved in various business and civic activities within the community. While personal stands may be taken on issues, care must be taken to ensure their stand does not represent the Ambassadors or the Chamber in general unless asked to do so by the Chamber President or Chairman of the Board.

## **Eligibility**

A candidate for membership must be employed in a managerial/supervisory position of their Chamber member organization and must live or conduct business in the Rio Rancho Regional community. Ambassadors are elected as individuals and must be Chamber members in good standing either through their company or as an individual. Prior membership as an Ambassador in another Chamber of Commerce will be given the appropriate consideration.

**Rio Rancho Regional Chamber of Commerce  
2021 Letter of Commitment**

**I agree to serve as an Ambassador, a program of the Rio Rancho Regional Chamber, for the program year 2021 as an Ambassador, I agree to:**

- 1. Contribute \$25.00 for first year annual Ambassador Dues (in addition to regular Chamber dues). Dues include monthly meals costs at lunch.**
- 2. Attend 35% of all Ambassador calls.**
- 3. Represent the RRRCC as a goodwill ambassador for various events.**
- 4. Abide by the Ambassador Guidelines.**
- 5. Avoid any conflict of interest or appearance of a conflict.**
- 6. Attend a minimum of 12 scheduled chamber events during any program year.**

**At any time if I am unable to fulfill the commitments of a Rio Rancho Regional Chamber Ambassador, I will give appropriate notice of resignation to the Ambassador Chair(s), Member Services Specialist and or the President of the Rio Rancho Regional Chamber.**

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**Signature**

**Date**

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**Printed Name**

## **2021 INDIVIDUAL AMBASSADOR'S POINT SYSTEM**

The ambassador points are awarded to each ambassador attending a Rio Rancho Regional Chamber activity. An Ambassador call can be a networking event, ribbon cutting, groundbreaking, community event, committee activity, or other activity that will display support of the chamber activities. Ambassador calls are communicated to the ambassadors prior to the event.

- 100 pts      Attendance at Ambassador Call & meetings
- 200 pts      Bring a prospective member or ambassador to a chamber event
- 200 pts      Bring in Golf Team or Tent sponsor
- 100 pts      Participate in the Buddy Program mentor new chamber members
- 400 pts      New chamber member / ambassador (approved)

### QUARTERLY RECOGNITION AWARDED AT AMBASSADOR MEETINGS

(Make sure the Ambassador Chair (s) or Member Services Specialist notes your attendance to ensure proper team credit.)