



Ambassador Committee

Ambassador Committee Purpose:

The Chamber's Ambassadors are an elite group of professionals who volunteer their time to provide a crucial link between the Chamber and its members. As an extension of the office staff, they help to ensure that all members receive the maximum benefit from their investment. Ambassadors are at the core of the community's business activities. They enjoy the rewards of making new contacts, strengthening relationships, and accessing a wealth of information and resources. Their primary responsibilities are to assist the chamber with connecting with new and existing members on a regular basis.

Professional Benefits

Through your participation in the Ambassador program, you will enhance your career through strategic networking. While attending events and volunteering, you are increasing the visibility of both yourself and your business, potentially expanding your own client base.

Benefits of Becoming an ambassador:

- Heighten your visibility within the Hinsdale business community
- Invitations to attend exclusive Chamber and affiliated events
- Excellent resume builder
- Get valuable business leads and contacts
- Get an insider's view of what's going on at the Chamber and in the region
- Lasting business relationships and friendships
- Recognition in chamber newsletter and website

Requirements and Expectations

- Member business is current on their dues
- Participate in scheduled orientation
- Attend Ambassador Committee meetings.
- Being a Chamber Ambassador will utilize 3-4 hours/month of your time.
- Always promote the Chamber in a positive manner
- Ambassador terms are for 1 year (March to March)



Ambassador Role Opportunities

Ambassadors play a key role in meeting our membership's needs on a regular basis that the Hinsdale Chamber recognizes the need for multiple tiers of Ambassadors. When considering becoming an Ambassador of the Hinsdale Chamber note we have multiple opportunities to best meet your area of strengths.

New Member Onboarding Ambassador

These ambassadors will have a focus on all new Hinsdale Chamber members. They will actively reach out and establish connections and work towards engaging all new members with the Hinsdale Membership.

All New Member Onboarding Ambassadors duties are, but are not limited to:

- Connect with New Members – List provided by Chamber
- Attend New Member Orientation at least 3x per calendar year
- Invite new members to attend chamber networking events
- Make notes of what the new members are specifically looking for. Guide wherever possible.
- Actively introduce new members to existing members as well as Existing Member Engagement Ambassadors.
- Attend Ambassador meetings on a quarterly basis.

Existing Member Engagement Ambassador

These ambassadors will have a focus on meeting the direct needs of our current members.

All Existing Member Engagement Ambassadors duties are, but not limited to:

- As part of your conversations with existing members take note of what benefits they find useful AND areas that the Chamber can use improvement on.
- Make 'Retention Calls' to existing members on their anniversary of membership with the chamber.
- Emphasis on the Chamber's distinguished members
- Attend Chamber Networking Events – After Hours & Pop-ups
- Assist in keeping members engaged at events, helping members jump in and network.
- Bring a current member with you to events
- Attend Ambassador meetings on a quarterly basis



Prospective Member Ambassador

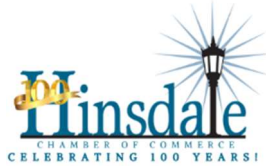
These Ambassadors will have a focus on actively finding new members to bring into the Hinsdale Chamber. All Perspective Member Ambassadors duties are, but are not limited to:

- Regularly promote the Hinsdale Chamber to non-member/future members of the Chamber.
- Contact perspective members from list provided by the Chamber.
- Perspective Member Ambassadors are required to attend Multi Chamber events, especially the Mini Multi Connections events held 2x per calendar year. Tickets will be provided by the chamber.
- Attend Ambassador meetings on a quarterly basis

Ambassador Application Process

All ambassadors are encouraged to select an ambassador tier that compliments their strengths when completing the application. All applications will be reviewed by the committee and approved in a timely manner. Once approved the chamber will go through an onboarding process with all new ambassadors.

The Hinsdale Chamber is excited to offer this program to its members with a focus on growing and developing stronger relationships, connections and providing benefits that meet its members' needs & goals.



AMBASSADORS – APPLICATION

FULL NAME: _____ Date: _____ COMPANY NAME: _____

JOB TITLE: _____ LENGTH OF EMPLOYMENT: _____ Date: _____

JOB RESPONSIBILITIES: _____

COMPANY ADDRESS: _____

PHONE: _____ E-MAIL: _____ SUPERVISOR: _____

CURRENT COMMUNITY/ORGANIZATION INVOLVEMENT:

STRENGTHS/WEAKNESSES:

SIGNIFICANT WORK ACHIEVEMENTS:

OTHER PERSONAL INFORMATION:

Ambassador Role Preference (Check One):

- New Member Onboarding Ambassador
- Existing Member Engagement Ambassador
- Prospective Member Ambassador

COMMITMENT Why do you want to be an ambassador? Please describe both personal and business goals for joining this group:

Please submit your completed application and commitment letter to the Chamber offices by email: To **Amanda Wagner at amanda@hinsdalechamber.com** **Due by March 13th 2024** Applications will be reviewed by the Chamber’s Executive Committee and applicants will be notified as soon as possible of their eligibility.



AMBASSADORS COMMITMENT

The Ambassadors represent one of the most important volunteer groups within the Hinsdale Chamber of Commerce. As an ambassador, you will be responsible for assisting in maintaining open lines of communication between the Chamber and its members. Members receive special attention through phone calls, personal visits and letters sent by Ambassadors.

The business community, in return, benefits from a stronger and healthier Chamber with a strong base of sustaining members. All of this enables your Chamber of Commerce to stay focused on the issues that positively impact Hinsdale's growth. At the same time, this program provides exposure to those companies and individuals whose representatives serve as Ambassadors. These opportunities include learning firsthand about the Hinsdale business community and gaining access to a vast array of businesses.

The Ambassadors shall be limited in number to 6 at any one time. Ambassadors are expected to be active in Chamber activities and should familiarize themselves with all aspects of the Chamber to truly be recognized as an "Ambassador" of our organization. I have read the above obligations of the Hinsdale Chamber of Commerce's Ambassadors and pledge that I will do my best to fulfill these expectations if I am chosen to serve as an ambassador.

Signed: _____

Company: _____

Date: _____

EMPLOYER/CEO PLEDGE OF SUPPORT As an Ambassador, the commitment must be a pledge that is supported by both the employer and the volunteer. It is important to recognize that time spent as a member of this group is a contribution to the business community and the Chamber and a positive reflection of the Ambassador's company as a whole. We hope that you will want to support your employees in their commitment.

Business: _____

Name: _____

Signed: _____