

Rio Rancho Regional Chamber of Commerce Ambassador Guidelines 2008

Mission Statement

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

Organization

The Ambassador Program is under the Member Services Division of the Rio Rancho Regional Chamber of Commerce. Ambassadors function under the Chamber's annual January-December program year. A Chair will be selected each program year and work with the Vice President of Member Services and the Ambassador Chair to establish goals and objectives. The Chair or the Vice President of Member Services will preside over all Ambassador meetings (including new ambassador orientation) using Robert's Rules of Order to conduct meetings.

New Ambassadors will be approved by the RRRCC Executive Committee and serve a 1-year term. All new Ambassador positions will be filled through an application process. RRRCC staff will accept applications, review candidates and present their selection to the RRRCC Executive Committee at their monthly meetings (2nd Friday of each month.) All Ambassadors will purchase the approved, distinctive "Red Coat" to be worn at all activities. An annual Letter of Commitment outlining the ambassador program, including any annual dues, will be forwarded to each ambassador for signature.

Activities

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 Executive Director or Chairman of the Board on behalf of the Board of Directors.

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 community. Ambassadors are elected as individuals and must be Chamber members in good standing either through their company or as an individual. Active participation in the Chamber and community that results in good knowledge of programs and events are required to be elected as an Ambassador. Prior membership as an Ambassador in another Chamber of Commerce will be given the appropriate consideration.

Attendance

Ambassadors must attend 50% of the Ambassador activities annually to remain active. Ambassadors who fail to attend at least one function over a 6-month period will be notified in writing that they have lost their active status and will be removed from the Ambassadors active list.

Ambassadors who complete a 3-year term with an active status are eligible to continue as active or they may ask to be placed on the Honorary List. Honorary Ambassadors do not have attendance requirements. Honorary Ambassadors may seek active status by filling out an application and presenting it to the RRRCC Executive Committee in the same manner as other candidates.

Recognition Programs

- The Ambassador of the Quarter
- Ambassador of the Year