

Welcome to the SLO Chamber of Commerce Ambassadors!

These guidelines provide information on your duties and responsibilities as a member of the Chamber Ambassadors Committee

1

Ambassadors actively promote the SLO Chamber of Commerce in the business community. They actively refer prospective members to the Chamber staff for follow up, work with new members to engage them with the organization and connect with existing members to help them remain active.

2

Ambassadors are the hosts at Chamber events and activities. They greet and introduce new members and guests to each other, answer questions about membership and assist with registration or other activities as requested.

3

Ambassadors represent the Chamber by attending the ribbon cuttings and grand opening ceremonies for new members as well as other Chamber hosted events throughout the year.

Ambassador Code of Conduct

Consistently and positively promote the San Luis Obispo Chamber of Commerce.

Maintain a **courteous and professional demeanor** while representing the Chamber at all programs and events. The Ambassadors have a profound effect on the Chamber membership, the City San Luis Obispo and the community at large. Maintaining a positive and helpful attitude is the key to growing and maintaining a cohesive Chamber.

Respect your commitment to the Chamber. This includes prompt attendance at Ambassador meetings and any events for which you have volunteered to work, and being responsible to find a replacement for work assignments when you are unable to meet a commitment.

Display an appropriate image of the SLO Chamber by wearing the official Ambassador badge and **professional business attire** at mixers or wearing appropriate event-specific attire for special Chamber events and activities.

Display the highest standards in communication and responsiveness by **promptly returning calls and e-mails** to members, fellow Ambassadors and Chamber staff.

Speak only for yourself when asked your opinion while serving as an Ambassador (and make it clear that it is your personal opinion, and not that of the SLO Chamber of Commerce).

Maintain neutrality regarding political candidates when working as an Ambassador. Refrain from wearing campaign buttons or displaying campaign literature while serving in an official Ambassador capacity.

Support and adhere to decisions made by the Ambassador Committee or the Chamber's President/CEO, regardless of individual feelings or opinions.

Be an active Chamber member who **enjoys** the benefits of the Chamber and has a **desire to serve** by sharing these benefits with others.