



Los Emisarios

Emisario Application Packet

Assisting the West Chamber in Membership and Events

Mission: To assist the West San Antonio Chamber in its events and with its membership drives to include new membership and retention

Objectives:

- Provide full support to the President and Emisario Chair with upcoming events
- Attend and represent the Chamber at ceremonial events to include
 - Ribbon Cutting Ceremonies
 - Grand Openings
 - Non Chamber events
- Assist with the recruitment and retention of potential and current members

Meeting Time: TBA - locations vary.

Ambassador Staff Liason: Julie Jimenez, (210) 229-1266

Expectations of Emisarios:

- To represent the WC in a professional manner, including dress.
- Attend 75% (9 of 12) of Emisario monthly networking lunch meetings.
- Serve on an Emisario Team
 - Events
 - Membership
- Provide no less than three monthly membership leads
- Provide no less than one event procurement lead
- Attend no less than five total non Chamber related events
- Attend ceremonial chamber events unless otherwise excused

Ambassador Selection Process: Ambassadors are selected through an application process. Applicants are evaluated on application info, professionalism and Chamber involvement. Applications are submitted to the Executive Director for review and decision. The President will make Emisario selection.



Los Emisarios



Los Emisarios

Emisario Application Packet

Assisting the West Chamber in Membership and Events

Name: _____

Company Name: _____

Position: _____

Address: _____

City: _____ St: _____ Zip: _____

Work Phone: _____

Cell Phone: _____

E-Mail: _____

Web: _____

Ambassador Questions

1) Why do you want to be a West Chamber Emisario?

2) What do you hope to gain from the experience?

3) Rank from 1-3 your priorities/interest in:

- _____ Networking
- _____ Identifying potential new member businesses
- _____ Helping retain current member businesses
- _____ Assisting with events

4) What do you hope to bring to the Emisarios?



Los Emisarios

Agreement

Please initial next to the following items that you have read, understand and agree with the following expectations of being an Emisario:

_____ I will carry out the mission of the Emisarios and represent the West San Antonio Chamber of Commerce in a professional manner, including abiding by a “business casual” or nicer dress code when serving as Emisarios.

_____ I am committed to growing the membership of WC through membership prospect referrals and the Emisario Membership Committee.

_____ I will assist with the events, activities and work of West Chamber in the region, and work to engage new members into the offerings of the Chamber.

_____ I will ensure that my company remains in good standing with West Chamber.

_____ I will meet the requirement of 75% (9 of 12) attendance at monthly Emisario Meetings (2nd Wednesday of each month from 11:30 a.m. – 1:00 p.m., location varies.)

_____ I will serve on an Emisario Team and work to meet the requirement of 50% team attendance at all Grand Opening / Ribbon Cuttings / Open Houses.

_____ I understand that failure to meet the attendance, duty, conduct or professional expectations of the program may result in dismissal from the Emisario Program.

_____ My workplace is aware of my possible involvement as an Emisario and supports me making the necessary commitment of time.

Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I also affirm that I am willing and able to make the time commitment required.

Printed Name: _____

Signature: _____

Date: _____

The West San Antonio Chamber provides equal opportunities without regard to race, color, religion, nationality, gender, sexual preference, age or disability.

Thank you for completing this application form and for your interest in volunteering with the West San Antonio Chamber of Commerce. You will be contacted in the next 30 days regarding your application to serve as an Emisario.