



## The Eastland Chamber of Commerce

209 West Main Street Suite A, Eastland, TX 76448

254.629.2332 | [www.eastlandchamber.com](http://www.eastlandchamber.com) | [chamber@eastland.net](mailto:chamber@eastland.net)

### Junior Ambassador Program Guidelines

The Eastland Chamber of Commerce Junior Ambassador Program would like to extend an invitation to you to apply for the 2019-2020 school year. The Junior Ambassador Program will add meaningful memories and experiences to your senior year, helping to prepare you for your journey into the world ahead of you. The purpose is to develop motivated, skilled and effective leaders who will contribute to the future growth and direction of Eastland.

The application requirements are:

1. Applicants must be a Senior High School Student for the 2019-2020 school year at Eastland ISD.
2. Applicants must have a 80 Average or above throughout the entire school year. Grades will be checked at mid-term. Failure to maintain will result in elimination from the program.
3. No disciplinary referrals that have resulted in an off-campus suspension.
4. Completed Application
5. Resume
6. Two Letters of Recommendation
7. Program Guidelines Acknowledgment
8. A completed Parental Permission Form
9. A valid email address
10. Interview (You will be notified via email of your interview date and time.)

**Application Deadline: September 27, 2019**

Deliver to:

Eastland Chamber of Commerce

209 W. Main Street Suite A

Eastland, TX 76448

**If you have any questions, please contact Laura Hobbs, [chamber@eastland.net](mailto:chamber@eastland.net) or call the chamber office at (254) 629-2332**

Thank you again for your interest in the Eastland Chamber of Commerce Junior Ambassador Program.



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**Junior Ambassador Application**

Deadline: 5:00 pm

September 27, 2019

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

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell #: \_\_\_\_\_

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

Name of Parents or Guardians: \_\_\_\_\_

Parent(s) or Guardian's work phone: \_\_\_\_\_ Cell #: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Emergency Contact & Phone #: \_\_\_\_\_

School: \_\_\_\_\_ GPA: \_\_\_\_\_

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Shirt Size: AS AM AL AXL A-2XL A-3XL

**Attach the following to this application:**

1. Resume
2. Two Letters of Recommendation
3. Program Guidelines Acknowledgement
4. Completed Parental Permission Form

**All of the above must be included in order for this application to be processed. I attest that the above information and all attached documentation is true and correct.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This application and all supporting documentation are due to the Chamber Office by 5:00pm on Friday, September 13, 2019 to be eligible for consideration.



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## ATTENDANCE POLICY, EARNING POINTS AND CHAMBER EVENTS

In order to receive a “Certificate of Achievement” and a letter of recommendation at the end of the program, each Junior Ambassador must accumulate a minimum of 75 points each year.

### Point System:

Attendance at Ambassador Outings	10 points each
Participation at monthly school project meetings	2 points each
Volunteering at Chamber Office	2 points per hour
Follow up thank you notes/letter	1 point per letter
Ambassador Representative at Regular Chamber Events	5 points per event
Working Annual Chamber Events	10 points per event
Volunteering at Community Functions	5 points each

### Point Opportunities:

#### **Annual Chamber Events**

RipFest	October 5, 2019
Boo in the Garden	October 31, 2019
One Starry Night	December 7, 2019
Annual Chamber Banquet	March 6, 2020
Rip's Ribs Cookoff	April 11, 2020

#### **Community Functions**

Any activity or event that is not directly related to a school function that benefits a non-profit or the community.

#### **Regular Chamber Events**

Ribbon Cuttings	As Scheduled
Business of the Month Lunch	
Mixers	

- You will receive the Chamber Connect Monthly Newsletter and a weekly Upcoming Events Reminder. All events can also be found on the Calendar on the Chamber website. Everyone must have a valid email address. Emails should be monitored by the Junior Ambassadors regularly. Parents are welcome to subscribe to the email list. Also, please follow all social media accounts for the most recent updates.
- If you wish to volunteer to work any of the above events, please contact Laura Hobbs or Ashley Little at 254-629-2332.
- For all events and meetings, you must sign in and out on the forms provided in order to receive credit for attending and working. Be sure to date the sheet and note where you worked and for what event. (Example. John Doe, 10/05/19, Old Rip Parade, Parade Route Line Up)



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### Junior Ambassador Guidelines and Responsibilities

It is the responsibility of each Junior Ambassador to:

1. Attend all mandatory events. If you have a school, sport or extracurricular obligation on the same day as a mandatory event, please discuss with Chamber staff.
2. If you choose to attend an event during school, inform each teacher when you will be missing a class and be sure to make up class work that was missed.
3. Be on time for each meeting or event. It is your responsibility to check the weekly emails for chamber events and updates. This includes the date, time, and location of the event.
4. You must check your email and respond to RSVP's etc. as requested. Failure to respond in a timely manner is subject to elimination of points already earned.
5. You must keep a personal log -provided by the chamber of the events you attend and volunteer at. These must be turned into you Treasurer for record keeping at the Monthly meetings.
6. PLEASE NOTIFY CHAMBER STAFF IF YOUR EMAIL, CELL PHONE #, HOME PHONE # OR ADDRESS CHANGES OR IF YOU ARE NOT GETTING YOUR WEEKLY Emails.

### IN ATTEMPT TO PROJECT A PROFESSIONAL IMAGE:

1. The use of tobacco, alcohol, and illegal substances will not be tolerated.
2. Profanity will not be tolerated.
3. Cell phone use during events or meetings will not be tolerated. No exceptions.



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**Program Guidelines Acknowledgement**

I HAVE READ AND UNDERSTAND THE GUIDELINES AND RESPONSIBILITIES OF THE PIKE COUNTY CHAMBER OF COMMERCE JUNIOR AMBASSADOR PROGRAM.

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Junior Ambassador Applicant Signature

Date

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Parent/ Guardian Signature

Date

*This form must be submitted with all other application documentation for this application to be processed.*



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**Junior Ambassador Program  
Parental Permission Form**

Dear Eastland Chamber of Commerce,

I give permission for my son/daughter \_\_\_\_\_, to participate in the 2019-2020 Junior Ambassador Program sponsored by the Eastland Chamber of Commerce.

I am also giving permission for the publication of photos in local newspapers, the Chamber Digital edition, or program brochures that may include my son/daughter.

I understand that if selected, he/she will be required to fulfill responsibilities including, but not limited to

- Time necessary to represent the Chamber at various events
- Transportation to and from those events
- Meals will be provided on outings, however monthly meetings at the students will need to provide their own lunch.

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Parent/Guardian of Applicant

Date

*This form must be submitted with all other application documentation for this application to be processed.*