# Life Stories Child & Family Advocacy Ambassador Program

## What is a Life Stories Ambassador?

Ambassadors represent Life Stories at fairs and events by working at our booth with a Life Stories' staff member.

## What are the duties of an Ambassador?

- Assist in setting up and tearing down the booth.
- Assist children who come to our booth with a craft.
- Talk to community members about Life Stories and what we do at a introductory level. If someone has more in-depth questions about CASA or our agency, they should speak with the staff person.
- Interact with community members in a friendly, welcoming and professional manner at all times.
- Volunteer to work in the office and do odd jobs such as addressing and stuffing envelopes, preparing crafts for our booths, putting together furniture, etc.

## What is expected of an Ambassador?

Ambassadors represent Life Stories, so they are expected to dress appropriately and act professionally at all times when at or around the Life Stories Booth.

# Requirements?

- At least 16 years of age.
- Life Stories staff will meet with potential ambassadors individually to see if this is a good match for both ambassador and Life Stories.

# How do you to sign up?

- A monthly email will be sent out to ambassadors with upcoming needs.
- Ambassadors will be given a password and a link to a private web page which will have links to sign ups for future events. The website will give all of the information you'll need about the job before you sign up where, what you'll be doing, etc.
- Ambassadors should sign up for dates and times that work for them.
- Ambassadors should show up a few minutes before each shift.
- Ambassadors should contact <u>sharon@lifestoriesweld.org</u> if they cannot make their scheduled shift as soon as they know they cannot make it.

## How Often do Ambassadors work?

- Our busiest months are April through September but we have occasional needs throughout the year.
- Our in office needs vary throughout the year.
- Ambassadors can sign up to work as often or as little as they want.