



RAPID CITY AREA CHAMBER OF COMMERCE

DIPLOMAT COMMITTEE MEMBERSHIP APPLICATION

Full Name: _____

Company/Work Organization: _____

Mailing Address/Zip: _____

Home Address/Zip: _____

Work Phone: _____ Cell Phone: _____ Fax _____

E-mail: _____

Position in the company: _____

Are you a member in good standing of the Rapid City Area Chamber of Commerce: **Y**____ **N**____

_____ Date: _____

Current Diplomat Sponsor (*please print*)

Sponsor's Signature: _____

GENERAL REQUIREMENTS

Applicants must meet the following requirements in order to submit an application:

1. Must be a member in good standing of the RCCC – individual or through employer.
2. Willing to meet the responsibilities of an active Diplomat Committee Member as identified on this application.
3. Must be endorsed for consideration upon application by an active Diplomat Committee Member through their signature on this application.
4. Submit a completed application and if selected, participate in an interview conducted by the Diplomat Committee Nominating Committee.

SUMMARY OF QUALIFICATIONS

Potential committee members will be evaluated through the application, interview and selection processes without regard to race, ethnicity, gender, and creed. The following criteria will be applied to evaluate all applications submitted for filling vacant positions within the Diplomat Committee as required. Please be as detailed as possible to include organizations, positions and years served. A biography which provides additional information NOT included on this application is welcomed but not necessary.

1. Past and Current Chamber Experience and Participation

- a. Committee Member _____
- b. Committee Chair _____
- c. Board Member _____
- d. Mixer Attendee (#) _____
- e. Leadership Rapid City Graduate (year) _____
- f. Lottery Party Attendee (#) _____
- g. Annual Meeting Attendee (#) _____
- h. Membership Drive Participant (#) _____
- i. Special Projects/Seminars _____
- j. Awards/Recognition _____

2. Past and Current Community Engagement

- a. Community Board Member _____
- b. Community Committee Member (i.e. sports, youth, church) _____
- c. Civic Organization Officer/Member _____
- d. Fraternal Organization Officer/Member _____
- e. Awards/Recognition _____
- f. Other _____

3. Professional Leadership

- a. Owner/Operator/Management _____
- b. Military Service _____
- c. Professional Affiliations _____
- d. Certifications _____
- e. Awards/Recognition _____

DIPLOMAT INDIVIDUAL DUTIES AND RESPONSIBILITIES

- a. Monthly Committee Work Meetings
* New Memberships * Past Dues Collection * Retention Efforts
- b. Monthly Mixers
- c. Lottery Party Planning and Execution (Jan – Apr)
- d. Fund-raiser Ticket Sales (Jan-Apr)
- e. Annual Meeting Ushering
- f. Annual Membership Campaign Support
- g. Represent Chamber at VIP/Special Committee Events as requested
- h. Current RASP Alcohol Awareness Certification required (valid for 4 years)
- i. Annual Chamber Goodwill Trip
- j. Granite Award Presentation
- k. Pig Roast Support in coordination with Military Affairs Committee
- l. Serve on Sub-Committees and Ad Hoc Committees as available
- m. Purchase Diplomat Uniform and Annual Fundraiser Ticket

(Above duties require a minimum of 100 hours of committee service annually)

STATEMENT OF QUALIFICATION/UNDERSTANDING

I understand the responsibilities and obligations of serving as a Diplomat Committee Member and, should I be selected, hereby agree to meet those standards and perform my duties as delineated above. My application will remain on file at the Chamber Office **for one year**, unless withdrawn for consideration, and I am free to keep it current as necessary according to changes in my professional and personal status.

_____ Date: _____
Signature of Applicant

Updated: _____

**SUBMIT COMPLETED APPLICATION TO:
RAPID CITY AREA CHAMBER OF COMMERCE
OFFICE OF THE PRESIDENT
444 MT. RUSHMORE ROAD, N. / P. O. BOX 747
RAPID CITY, SD 57709**