

## NORTHWEST PA MAPLE AMBASSADOR AGREEMENT

**Introduction:** The Northwest Maple Ambassador is responsible for representing and promoting the maple syrup industry and the producers within the Northwest PA Maple Producer Association in a positive and educational matter. The key tasks that should be completed as well as any expectations to receive the monetary reward are defined in this agreement.

**Monetary Award:** The monetary award total is \$500.00 to be distributed in 2 payments:

1. \$100.00 upon the signing of this agreement
2. \$400.00 at the completion of the Northwest PA Maple Ambassador reign

Should the Northwest Maple Ambassador be unable to complete the tasks outlined in this agreement, the amount of the award, if any, will be determined by the officers and directors of the Northwest Maple Producers Association. The award subject to this agreement does not include payments made for travel expenses incurred performing the tasks associated with being the Northwest Maple Ambassador.

### **Outline of Tasks:**

The tasks listed in this outline define the key tasks expected of the Northwest Maple Ambassador during their reign

#### **Lake Erie Maple Expo (November)**

- Attend Saturday of the Expo to socialize with fellow maple producers
- Be prepared to assist with speaking and tasks

#### **Maple Taste & Tour (March)**

- Attend one or both days of the tour
- Tour various sugarhouses (or work your own families sugarhouse)

#### **Annual Northwest Association Meeting (January)**

- Attend annual meeting to present the Northwest Maple Ambassador title to the next person

## **Pennsylvania Maple Syrup Producers' Council State Tour / Meeting**

(November)

- Compete for the state Maple Ambassador Title at the annual meeting
- Attend the tour to socialize with Maple producers across the state

### **Parades, Local Fairs, and Festivals**

- Educate the Public (Schools, Senior Centers, etc.)-At least 2
- Attend/Participate in Parades-At least 1
- Newspaper Articles: Write and Submit at least 1 newspaper article to your local paper promoting the maple industry during your reign

### **Social Media**

- Complete Facebook Posts promoting the maple industry (at least 1 per month)
  - Must be sent to and approved by Ambassador Coordinator first
  - Post must include a Photo or Video, and a caption that coordinates.
- Work with maple association to promote local Maple events via Facebook

### **Other Related Tasks**

- Keep track of the miles to and from all events and submit a mileage report to the Coordinator quarterly along with receipts of other expenses. (candy, samples, etc.)
- When lodging is required, submit receipts to the Coordinator after each event.
- Submit a quarterly report to the coordinator detailing each event attended as the Northwest Maple Ambassador
- A summary of these reports should be used in the Maple Ambassador's farewell address at the annual Association meeting in January
- Communication: Practice good communication skills
- Work with and assist other Ambassadors throughout the state
- Acknowledge emails, texts, or calls from Ambassador Coordinator

### **Miscellaneous Information**

- All events that are attended by the Northwest Maple Ambassador must be approved by the Ambassador Coordinator
- Mileage reimbursement will NOT exceed a total of 1,000 miles for the year at the same rate used by the Pennsylvania State Department of Agriculture
- Dress Requirements:

- The Northwest Ambassador should wear the sash or jacket or logoed clothing attire with the crown to all of the events listed above approved by the Ambassador Coordinator
- Appropriate dress is required for all events. No jeans, no shorts, no t-shirts(unless logoed with Association)
- Because of the amount of walking and standing required, comfortable shoes are recommended. No tennis shoes or flip flops.
- The overall appearance of the Northwest Maple Ambassador should be professional and appropriate for family settings

I have read the Northwest Maple Ambassador Agreement and accept the responsibilities of the 2023-2024 Northwest Maple Ambassador

Print \_\_\_\_\_

Sign \_\_\_\_\_

As Parent/Guardian, of \_\_\_\_\_ I have read the Northwest Maple Ambassador Agreement and give my consent and will give my help in any way I can to aid him or her as the 2023-2024 Northwest PA Maple Ambassador.