

What you should know if you want to become an ICF Switzerland Ambassador

What is an ICF Ambassador's role?

- **Support ICF objectives:**
 - Raise awareness about the coaching profession in the wider community
 - Provide a community network through local ICF Chapters where our members can share knowledge and issues of professional interest and concern
 - Have the profession of coaching officially recognized by the appropriate Swiss authorities
 - Support and collaborate with our members to provide resources and solutions for their clients
 - Support the credentialing of coaches and accreditation of training institutions in accordance with ICF professional standards.
- **Help to promote the professionalism of coaching**
 - Raise the profile of coaching so that society is aware of the tremendous positive impact it could have on their personal and professional lives
 - Increase the visibility and awareness of the coaching industry and ICF so that society knows how coaching can transform lives
 - Communicate the best practices in coaching, the value of being an ICF accredited Coach and support the challenges of ICF community.
- **Understand more about how ICF Global and Local operations**
- **Get involved in dynamic projects and events**

What are the ICF benefits and how long can we stay in that function?

- Opportunity to develop through learning, sharing and contributing with your peers
- Create great networking and visibility throughout the country and the world
- Contribute actively to our growing profession
- Collaborate with other coaches helping to advance the Art, Science and Practice of Professional Coaching – through online forums, networking events and chapter events
- Gain experience and network with the ICFS Board members and potentially be elected to ICFS Board after 6 months
- Participate to ICF global events
- Free entry to all ICF Chapter events in all Switzerland.

Duration in an Ambassador Function: 1 year (to confirm with the Board)

How to become an Ambassador of ICF Switzerland?

- 1st step:** Become a volunteer for ICF events, projects or tasks organized throughout the year by Chapter Leaders and/or the ICF Board
- 2nd step:** Create and meet the active ICF network (i.e. Board Members, Ambassadors and local Chapter leaders and their team)
- 3rd step:** Summarize and present the list of actions and accomplishments over a period of 6 months; join a motivation letter to the Board with a short Bio and ICF application form for becoming an Ambassador
- 4th step:** Submission of the candidature and validation by the Board
- 5th step:** Attribution to a specific project or task in accordance with the Board and Chapter Leader.

What are the actions where you can be involved?

List (non-exhaustive) of skills, competencies and talents we might need:

- **Multimedia – Social Network:**
 - Tweeter : Send weekly message on ICF events or coaching
 - Website : Updating pages and the ICF coaching information
- **Administrative skills:**
 - ICF membership renewal: Contacting ICF members running late for their renewal
 - Annual report : Expertise of controlling before the auditors
 - CCEU's : Preparing the document and sending it to the participants after an event (e.g. Chapter Meeting, ICW)
- **Languages:**
 - Translation of official documents in French, English, German and English
- **Organisational talents:**
 - Registration of ICF members at monthly Chapter events
 - Preparing the “apero” and helping of cleaning the conference room after the event
 - Follow up of the speaker for their trip (e.g. transport and hotel reservation).

What are the events and projects where you can be involved?

- International Coaching Week (ICW) – 18-22 May 2015
- Human Resources Fair
- Continuation of ICF goes Corporate initiative
- 20th ICF Anniversary - 13th October-20th November
- AGM 27th November
- Monthly Chapter events in Bellevue (Suisse Romande), Bern, Zurich and Lugano
- Promotion of coaching in organisation - Prism Awards Project
- Promotion of coaching in Business schools - IOMBA Project
- Promotion of coaching in HR department Project.

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