



Creston Valley Chamber of Commerce

Position: Youth Business Ambassador (Summer Position 8 weeks)

Employment Type: Summer Job

Hours: 32 hours per week

Rate of Pay: \$24/hour

Employment Start Date: June 15th 2026

Employment End Date: August 8th 2026

Application Deadline: Wednesday May 15th

Schedule: Daily business hours with evening and weekend hours as required for events and meetings

About the Role:

The Creston Valley Chamber of Commerce is seeking an enthusiastic and motivated **Youth Business Ambassador** to support local businesses and drive economic development within our community. This summer position offers an exciting opportunity to engage with business leaders, develop professional skills, and contribute to a thriving business ecosystem.

Key Responsibilities:

- **Engage with the business community** by attending Chamber events and sessions, gathering valuable insights from local businesses.
- **Conduct research and data collection** to better understand business and community needs.
- **Assist in planning and promoting** educational workshops and networking events that provide learning opportunities for businesses.
- **Support marketing efforts** by the development of engaging marketing & social media content, profiles, and advertising materials promoting the Chamber of Commerce, member businesses, events, and initiatives.
- **Conduct interviews and create business profiles** showcasing local business and their success stories.
- **Work on economic development initiatives** to strengthen the local business community.
- **Attend meetings with businesses, government representatives, and Chamber leadership** to represent youth perspectives in economic growth discussions.
- **Accurately input, update, and verify data** in databases, spreadsheets, or other systems, ensuring quality control and data integrity while following privacy protocols.
- **Organize, maintain, and generate reports** based on collected data, performing regular quality checks and communicating with the team to resolve discrepancies.



Qualifications & Skills:

- Strong communication and interpersonal skills.
- Interest in business, marketing, and community development.
- Experience with social media platforms and basic content creation.
- Ability to work independently and as part of a team.
- Organized, proactive, and detail-oriented.
- Willingness to work flexible hours as required.

How to Apply:

Interested candidates are encouraged to submit their resumes along with a cover letter detailing their interest in the position and relevant experience to executivedirector@crestonvalleychamber.com or call 250-428-5151 to arrange alternative delivery methods.