

Ambassador & Assistant O's Guidelines

Miami Bellydance Meetup Assistant O's & Ambassadors are expected to follow and uphold to all Guidelines.

Failure to do so will result in probation which may lead to removal as a Miami Bellydance Meetup Assistant O or Ambassador.

Remember, you hold an important position in this group. You are not simply "a member". You are expected to be involved, participate and set good examples for all members and the public. MBMU Ambassadors were selected for their dedication and commitment to our group.

1 Attend at least 2 Board Meetup in the calendar year.

- It is mandatory to RSVP (yes OR no) for all of these meetings on the Summit.
- Board Meetups that you cannot attend you must state your excuse on the Summit.
- Long distance Ambassadors, must participate via the Summit.
(Failure to do any of the above, results in receiving one spitting camel for each.)

2 Attend at least 3 Main Meetups in the calendar year.

- We have 12 per year.
(Failure to do any of the above, results in receiving one spitting camel for each.)

3 Participate on the MBMU Message Board 6 times in the calendar year.

- Reply to members questions and comments.
- Alert the Organizer of any misuse.
- Fluff! Bring old discussions up to page one by posting a new message.
- Start new creative discussions.
- Never misuse the Message Board.
(Failure to do any of the above, results in receiving one spitting camel for each.)

4 Participate in at least one event in the calendar year.

- Some events include: Belly BBQ, Silk n' Sand Sheik n' Shakes, Night of the Nile Extravaganza and more.
- Participation does not include dance performances.
 - Some examples of participation include, {but not all}: Organizing, promoting, making tickets, working the front table at event, selling tickets, making reservations for venue, DJing, MCing, lighting, decorations, planning, etc.
(Failure to do any of the above, results in receiving one spitting camel for each.)

5 Final Rule~

- MISUSE~Do not misuse our Meetup in anyway. {Misuse includes, but is not limited to}:
 - Using your powers and title to promote your personal projects and events.
 - Contacting members thru email for personal projects and events.
 - Pinning your personal projects on the Message Board.
 - Your participation is limited to your personal projects ONLY.
 - ONLY Posting personal events and messages etc.
- Never send mass emails without the approval of the Organizer.
- If you post an event on the Calendar, do not send a mass email.
- Set examples for all members.
- E for ETHICS!
- INACTIVE Accounts- Inactive means that you have not signed on to Meetup in over 3 months.
(Failure to do any of the above, results in receiving one spitting camel for each.)

Spitting Camel

Accumulate 3 Spitting Camels, and your leadership privileges will be removed temporary until your circumstances are reviewed at the next Board Meetup. Those attending the Board Meetup will decide to reinstate leadership privileges by a majority vote. Spitting Camels are posted in the private about page called {The Board Room and icon is a pink watch} the link is: http://bellydance.meetup.com/55/pages/The_Board_Room/

Repeat offenders: Repeat any of the above, within a calendar year, and your powers will be removed temporary until your circumstances are reviewed at the next Board Meetup.

Assistant Organizer's

VP~ Jeanette

- Fills in at the Main Meetup's when the Organizer is unable to attend.
- Fills in for the Treasurer and Secretary when they are unable to attend.
- Monitors the Queue.
- Finds and posts bellydance events as well as non-bellydance events that our members would like.

Treasurer~ Adeela

- Manage the MBMUs' funds.
- Run raffle's at each main Meetup. {ie. decide what and how many items to raffle at each Meetup.
- Collect and hold all raffle item's
- Supply one copy of the Treasurers' Report for each Board Meetup.

Secretary~ Amineh

- Take accurate minutes of each Board Meetup.
- Post minutes within one month, after Board Meetup on the Summit AND in the Minutes thread on the MBMU's message board.
- Monitor the Queue.

Corresponding Secretary~ Yedidah

- After each Meetup, write via email or snail mail a thank you note to the guest speaker(s).
- Write via email or snail mail mics. thank you's.
- Keep a scrap book of each Main Meetup and Meetup events.
- Monitor the Queue.

Performance Director~ Portia

- Over sees the performances that the Miami Bellydance Meetup presents.
- Works closely with the Performance Coordinator on Miami Bellydance Meetups' performances.

Performance Coordinator~ Elviza

- Coordinates performers for Silk n' Sand Sheik n' Shakes and Night of the Nile Extravaganza.
- Assigns and works with the Performance Director and committee to help you: collect music, sign performers in at events etc.

Ambassadors

Alexis | Bradely | Genie | Kamileh | Maja | Nailah | Rahana | Roshana | Sergio | Stacy | Zizi

~ Requirements For The Orgnaizer ~

- Organize 12 Meetups per year.
- Organize 3 to 4 Board Meetups per year.
- Plan ahead and post.
 - map out the year with guest speakers and events.
 - get commitments from all signed on guest speakers.
 - Be aware of planning MBMU events on the same night as other events.
- Arrange for a venue.
 - Call a head of time for reservation.
 - Arrive early for set up.
 - Alert the establishment you have arrived and are setting up.
 - Contact & remind guest speaker and see if they have any special needs.
- Contact/remind official vendors.
- Start the Meetup at said time.
- Show up prepared with: agendas, Member of the Month Certificate, misc. Certificates, sign in sheet, and what you will say to the group.
- Sign on every day to the MBMU site.
 - Answer and comment on questions on the MBMU site.
 - Come up and post unique and clever discussions.
 - moderate and help others.
 - make the site look attractive.
 - maintain and keep the site updated.
- Member of the season.
 - Asks Ambassadors for nominations.
 - Posts a poll for the group to vote on.
- Communication & Decisions.
 - Answer all emails to best best of your ability.
 - Decisions = ethical, fair, inclusive and professional!
- Promote.
 - Main and order business cards.
 - Whenever possible design and upload promotional flyers and posters.
 - Maintain peripheral sites: Summit and mySpace.
 - Send "All in One Emails" on a regular basis.