

Ambassador Program - Onboarding Process

Required Information:

Name: Full Name

Corporate Email Address: [Ambassador email address]

GitHub Username: [Ambassadors GitHub username]

Onboarding Steps:

- Subscribe to Mailing List:
 - Subscribe to the mailing list by sending an email to ambassadors@lists.finos.org and we will approve your subscription.
 - Alternatively, you may be invited via lists.finos.org and you can subscribe following the instructions provided in the confirmation email.

GitHub Access:

- If you are a Participant:
 - You will be added to the ambassadors-participants' GitHub Team.
- If you are a Maintainer:
 - You will be added to the ambassadors-[maintainers](#)' GitHub Team.
 - You will also be added to the 'finos-project-maintainers@finos.org' mailing list for coordination purposes.
 - You will be added to the ambassadors-maintainers Slack channel.
 - Offer to schedule a meeting to give an overview

Asana Access

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Ambassadors Materials Access

- Presentations
- Working Group Calls:
 - Invitations to monthly catch up calls will be extended to you. Please ensure you attend as needed.
- Newsletter Subscription:
 - [Sign up](#) and stay up to date with [FINOS News](#), [FINOS Events](#), [FINOS Blog](#), and our [Newsletter](#) with highlights from our Community.

Please ensure that all necessary steps are completed promptly to facilitate a smooth onboarding process. If you have any questions or concerns, please email help@finos.org. Additionally, feel free to [create a GitHub issue](#) on the CDM repository for any technical or repository-related inquiries.

FINOS Resources

- [FINOS Project Landscape](#)
- [FINOS Resource Center](#)
- [FINOS Project Repositories](#)
- [FINOS Community Calendar](#)
- [FINOS Mailing List](#)

Ambassador Resources

- [Asana Plan](#)
- [GitHub Repository](#)
- [Onboarding Deck](#)
- [Landing page](#)
- [Ticket Request Issue](#)

Ambassador Responsibilities

Quarterly Contributions:

- **Organize a FINOS meetup or webinar:** Share your knowledge and experience by leading or facilitating a meetup or webinar on a relevant topic. FINOS will provide support and resources for planning and execution.
- **Write a blog post:** Contribute technical or thought leadership articles to the FINOS blog, showcasing your expertise and insights to the community.
- **Participate in the FINOS Open Source in Finance Podcast:** Share your story, discuss industry trends, or interview guests on the podcast to enhance the community's knowledge and engagement.
- **Speak or work a booth at a FINOS event:** Represent FINOS at industry conferences or events, sharing information about the organization and its projects.

- **Author a case study:** Highlight the impact of FINOS projects by documenting real-world use cases and their benefits.

Ongoing Activities:

- **Promote FINOS:** Actively promote FINOS events, projects, and initiatives through your social networks and personal connections.
- **Community Building:** Welcome and mentor new contributors, fostering an inclusive and supportive environment.
- **Adhere to Codes of Conduct:** Follow the FINOS and Linux Foundation Codes of Conduct to ensure a positive and respectful community experience.

Benefits

- **Formal Recognition:** Receive an official FINOS Credly Ambassador Badge for use on your professional profiles.
- **Exclusive Swag:** Enjoy a special package of FINOS merchandise.
- **Emeritus Status:** Take a temporary break from the program with the option to return later.
- **Free OSFF Attendance:** Gain complimentary access to the Open Source in Finance Forum.
- **Community Access:** Connect and collaborate with other ambassadors through a dedicated Slack channel and quarterly roundtables.
- **Training Discounts:** Receive discounted rates on FINOS-related training opportunities.
- **Priority Access:** Be the first to know about opportunities to speak on the podcast, participate in community calls, or present at OSFF.
- **Training Development:** Contribute to the creation of new training materials and exams.

Financial Support

FINOS offers an annual budget of \$15,000 per year. Ambassadors have the flexibility to allocate these funds towards their chosen quarterly contributions and event promotion efforts.

FINOS Support

- **Badge Distribution:** FINOS will provide and distribute the official ambassador badges.
- **Monthly Meetings:** Regular meetings will be scheduled to discuss progress, share ideas, and provide updates.
- **Event Promotion:** FINOS will actively promote ambassador-led events and initiatives.

MeetUps

| | Ambassador Roles & Responsibilities | FINOS Roles & Responsibilities |
|--|---|--|
| <ul style="list-style-type: none">• Quarterly targeting the contributor community• In-person or virtual | <ul style="list-style-type: none">- Set the agenda, develop content and identify speakers- Host the event- If in-person, source venue and catering- Promote via own channels- Manage on-site registration/check in- Provide post event summary for use in communications etc | <ul style="list-style-type: none">- Set up and manage invite and registration- Market to community - email & social- Provide templates and event set up task lists to ensure event runs smoothly- Marketing assets to promote and register for Ambassador meetups on their own channels- Post event communications to community- Monitor brand and code of conduct- Reimbursement of meetup expenses (limited per event) |