



# McCleary Bear Festival Ambassador Program 2021-2022 Contract, Rules, and Information



Applicants Name: \_\_\_\_\_ Age: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
(Please Print)

Parent/Legal Guardian Name(s): \_\_\_\_\_ (able to make medical decisions)

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ (Cell or Home) Email: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_ (2021-2022 Academic Year)

The McCleary Bear Festival is a community service organization, which is operated entirely by community volunteers, carrying on a tradition which began in 1959. Bear Festival Ambassadors has helped to carry on this tradition of community pride and service.

The Ambassadors, Bear Festival board, committee, and volunteers serve as representatives of the City of McCleary. Bear Festival presents, participates in, or co-sponsors community events year-round. All of the events involve a degree of organization and cooperation within Bear Festival and with other host organizations. To ensure a problem free program, everyone must understand and comply with these sets of rules, which is intended to reduce problems and misunderstandings, and ultimately increase the fun and excitement of being an Ambassador.

### SECTION 1: AMBASSADORS

The Ambassador program will consist of (1) Senior Queen/King, (1) Junior Queen/King, (2) Senior Princess/Prince, (2) Junior Princess/Prince, unless a decision has been made, by the Bear Festival Ambassador Director and Co-Chairperson, to change the number of members to the Ambassador Program based on number of applications received or results of Phase 1 and 2 of selection process.

### SECTION 2: PARTICIPANTS

The program is open to both genders.

Participants must be a resident of Fire District 12 boundaries in Grays Harbor County or attend school in the **McCleary School District** or the **Elma School District**.

Participants must be enrolled in school (be it public in McCleary School District or Elma School District, private, or approved homeschool program).

**Junior** participants must be between the **ages of 10 to 12 years** of age by January 31, 2022.

**Senior** participants must be between the **ages of 13 to 15 years** of age by January 31, 2022.

Participants **MUST** maintain a 2.5 grade point average. Royalty Director will check with the participants' school to verify the GPA periodically. If a contestant's GPA drops below 2.5, the participant will be dropped from the competition to permit more time for schoolwork.

Participants must be unmarried, not in a co-habit relationship with a significant other, be pregnant and have no children.

Ambassadors provide their own transportation to and from Bear Festival public appearances. If they do not have their own transportation, the Participant **MUST** make sure the Royalty Director understands this fact **PRIOR** to applying.

### SECTION 3: AMBASSADOR SELECTION PROCESS

#### Phase 1

Participants must provide the following items **by October 22, 2021** to be reviewed and considered for Phase 2 by selected panel:

1. Fully completed application.
  - a. Please mail to: McCleary Bear Festival, PO Box 408, McCleary, WA 98557 (must be postmarked **by October 22, 2021**).
  - b. Or email to: bearfestivalambassadors@gmail.com
2. Three (3) professional reference letters (i.e. teacher, coach, pastor, school counselor).

#### Phase 2

Selected participants will be notified **on November 1, 2021** and must complete the following tasks:

1. Complete vision board based on instructions provided by Royalty Director and Co-Chairperson (poster board will be provided by Bear Festival).
2. Present vision board to selected panel **on November 10, 2021**.

Selection panel will make final choices of ambassadors based on results of Phase 1 and Phase 2 process. Announcement will be made to each individual **on November 15, 2021**.

### SECTION 4: AMBASSADOR RULES & EXPECTATIONS

The Ambassadors activities involve planning and require rules and procedures.

- 1) Grounds for immediate dismissal from the program by the Ambassador Director and Co-Chairperson are: Public profanity, physical violence, use or possession of alcohol, illegal drugs or tobacco products, illegal activity, marriage, cohabitating with a significant other, children or pregnancy, and suspension from school. The dismissal will be recorded with Bear Festival Board and decision is final. Dismissal from program disqualifies individual from future participation in program.
- 2) Ambassadors will maintain the **HIGHEST** level of integrity and poise and will avoid even the implications or inappropriate behavior.
- 3) If the Ambassador does not complete the full reign of office, the members unpaid clothing, crown(s), and all other accessories and items provided must be returned to the Ambassador Director within one week of leaving the Bear Festival Program, and forfeit all scholarship, or you will be billed for the items not returned.
- 4) Ambassadors should conduct themselves in a manner, which brings respect to the participant, Bear Festival and the community at all times.
- 5) Unless specified, the activities permissible while riding on the float are limited to smiling and waving. Small, polite conversation is permissible as the discretion of the Ambassador Director and Co-Chairperson. All activities done on the float will be in good taste. Only assigned chaperones appointed by Ambassador Director or Co-Chairperson are allowed to accompany the float during official parade. Only Ambassadors and float crew accompanying the float are allowed on the float, unless approved by Ambassador Director or Co-Chairperson. Parent/legal guardian accompanying Ambassador to a parade is responsible for the behavior and well-being of the minor child.
- 6) Ambassadors provide their own transportation to and from Bear Festival public appearances. If they do not have their own transportation, the Participant **MUST** make sure the Royalty Director understands this fact **PRIOR** to applying.
- 7) During any official event, the Ambassador represents Bear Festival and the City of McCleary, and in fact, in the public's view, they are Bear Festival and McCleary. For those relatively few and brief times in the public eye, all else must be set aside, including close or intimate friendships (boyfriends/girlfriends and family members). This includes no dating or intimate friendships among the Ambassador members.
- 8) If an Ambassador has or gets any visible tattoos, hennas, or body piercing, gauges (other than ear piercing), they are asked to try to conceal them or remove them if possible, during appearances or anytime they are representing Bear Festival. All hair color must be preapproved by Ambassador Director **PRIOR** to making any changes.

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- 9) Any Junior Ambassador crowned Queen/King will automatically receive a place in the Bear Festival Senior Ambassador program as a Princess/Prince.
- 10) Ambassadors must adhere to the Bear Festival Social Media Contract.
- 11) Ambassadors and parent/legal guardian, whose name is signed on contract, give permission to McCleary Bear Festival and their licenses to use photographs and video for publicity purposes in connection with the festival.
- 12) An Ambassador who finds themselves at odds with another member or Bear Festival staff should feel free to talk to the Ambassador Director and Co-Chairperson immediately. These differences are rare and are usually talked out and resolved quite easily, but must not be allowed to be disruptive.
- 13) Gossip from members, and/or parents pertaining to Bear Festival, other members, (current or previous years), will not be tolerated and is grounds for disciplinary actions or dismissal. If you have a concern of any issue(s) with Bear Festival or an Ambassador, contact the Ambassador Director and Co-Chairperson to discuss the issue to avoid the manner being misconstrued or elevated beyond being reconciled.
- 14) As needed, the Ambassador, including parents/legal guardians, will assist with the float preparations, set-up and tear-down at parades. Everyone will help and can only be dismissed by the Ambassador Director, Co-Chairperson, or Float Setup Officials when all work is complete.
- 15) If selected as an Ambassador, the Senior Royalty will be required to be on the float at all scheduled parades, unless specified by the Ambassador Director. Senior Royalty will conduct a routine practice Tuesday evening prior to each scheduled parade. Preparedness will determine if a member will attend that weekend's parade event. The Junior Royalty will not travel with the float unless specified by the Ambassador Director on a case by case basis. All Royalty will participate in Bear Festival event the second weekend in July.
- 16) Ambassadors must be reliable, on time, well-groomed and dressed appropriately upon arrival for meetings and appearances. All Ambassadors are busy with homework, school activities, their social life, and family activities. However, entering the program, as a Bear Festival participant requires a commitment to place Bear Festival's activities at the top of the participant's other activities and obligations. Schedule's change and availability is especially important. Jobs and other outside activities may need to be put on hold until the end of the season annual commitment. Ambassador Director will provide at least a two-week window for all mandatory appearance being added to master schedule.
- 17) If an Ambassador has an emergency requiring being late or missing a scheduled Bear Festival event or activity, the member must call the Ambassador Director (**ONLY**) at cell phone as soon as possible (unless otherwise directed to contact another individual prior to a specific event). Late arrival is 15-minutes past arranged time. The Ambassador director will then notify the Co-Chairperson or Chaperone and or other Ambassador members. Ambassadors should not contact another Ambassador or Chaperone of their absence or tardy. If an Ambassador contacts another Ambassador or Chaperone of their absence or tardy, instead of the Ambassador Director, this will constitute as an unexcused absence or tardy.
- 18) Only serious and unforeseeable events will be acceptable excuses for tardiness or absence from a mandatory scheduled Bear Festival event or activity. One unexcused tardy or absence will be grounds for dismissal of the member by the Ambassador Director. Appearances are documented on a spreadsheet and managed by the Ambassador Director and Co-Chairperson. The dismissal will be recorded with Bear Festival Board and decision is final. Dismissal from program disqualifies individual from future participation in program.
- 19) Using a cell phone/texting during a Bear Festival event or activity is NOT allowed. The Ambassador Director carries a cell phone, incase family must contact a member. **PLEASE LEAVE YOUR CELL PHONE IN THE CAR OR AT HOME!** If you bring out the cell phone during an appearance the Ambassador Director will hold onto the phone until the end of the appearance.
- 20) During all Bear Festival events and activities, the Ambassadors will be chaperoned by Ambassador Director, Co-Chairperson, or Bear Festival Committee approved/assigned member by the Ambassador Director.

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- 21) If the Queen/King should resign, the alternate is at the SOLE DISCRETION of the association. Same rule follows if another Ambassador member should resign.
- 22) Ambassadors crowned Queen/King may not run again. Previous Ambassadors may re-apply, as long as their term was not ended due to a termination recorded by the board.
- 23) Decisions of the Executive Officers of the Bear Festival panel will be final.

**Section 5: APPEARANCES**

- 1) Ambassadors and their parent/legal guardians understand that they will be expected to participate and help with functions/events (weekend or otherwise) as requested by the Bear Festival Committee. Some examples include, but are not limited to:
  - Monthly meetings which are held the 3rd Tuesday of each month at 6:00pm at the Community Center.
  - Fundraising (dates TBD)
  - Float preparations (dates TBD, beginning in January 2022)
  - Choreography practice (dates TBD)
  - Parades (schedule TBD)
  - Bear Festival (3rd weekend in July)
    - Ambassadors will be asked to spend time during the festival with various activities throughout the **ENTIRE WEEKEND**, beginning with Thursday morning, July 7, 2022 and concluding on Sunday, July 10, 2022 late afternoon. A complete schedule will be provided prior to festival.

**Section 6: SPONSORSHIP**

- 2) Ambassadors understand that they are required to obtain a **minimum of \$300.00 for Juniors and \$500.00 for Seniors** in sponsorships from businesses and/or individuals. Sponsorship letters will be provided to each Ambassador.
- 3) Sponsorship minimums must be met **by March 15, 2022**, prior to any clothing purchases being made for any Ambassador.
- 4) Ambassadors understand that failure to meet sponsorship requirements is grounds for immediate dismissal from the program by the Ambassador Director and Co-Chairperson.

**Section 7: CLOTHING**

- 1) Bear Festival will pre-purchase crown and sash for each Ambassador following selection and prior to sponsorship requirements being met.
- 2) Ambassadors and parent/legal guardians understand that they are responsible for providing initial temporary attire items that are to be utilized for appearances and are to be worn only as directed by the Ambassador Director (i.e. pair of jeans, t-shirt, shoes).
- 3) Bear Festival will choose each Ambassadors official wardrobe and will pay up to \$300.00 for Juniors and \$500.00 for Seniors of the overall cost of the garments that will be worn on the float and at special public appearances. Attire will be purchased following sponsorship commitments being met **by March 15, 2022**.
- 4) Ambassadors will be responsible to pay the difference of the overall cost or participate in fundraising efforts to cover additional attire expenses voted on by the Ambassadors for that given season.
- 5) These official garments: formal wear and day wear, are to be worn only as directed by the Ambassador Director.
- 6) Royalty Member is responsible to replace any lost or damaged garments, accessories, or other items provided prior to participating in next appearance. Missed appearances due to lost or damaged garments will count as an unexcused absence.

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- 7) If the Ambassador does not complete the full reign of office, the members unpaid clothing, crown(s), and all other accessories and items provided must be returned to the Ambassador Director within one week of leaving the Bear Festival Program, or you will be billed for the items not returned.

**Section 8: BUTTONS**

- 1) Ambassadors understand that they are required to **sell a minimum of 250 buttons for Juniors and 400 buttons for Seniors**, with support provided by Ambassador Director and Co-Chairperson, as well as additional volunteer sign-up opportunities arranged at local McCleary merchant locations.
- 2) Ambassadors understand that they are responsible for all buttons signed out to sell. Ambassadors will be responsible to make weekly deposits at Our Community Credit Union (OCCU). Ambassadors will turn in any unsold buttons and all money collected from their button sales prior to attending final meeting beginning at **2:00pm on Friday, July 8, 2022**.
- 3) Ambassadors understand that they **will receive 10%** of their total button sales at the **end of September 2022**, as long as Ambassador has fulfilled all obligations of their contract.

**SECTION 9: AWARDS**

**Directors Award:** The Ambassador member who shows the most improvement and commitment (including attendance to scheduled appearances), to Bear Festival during their reign, will receive a special Directors Award, voted on by the Bear Festival Board members and/or selected panel. Selected Ambassador **will receive \$75.00**. Criteria for this award includes, but is not limited to:

- Participating in all assigned appearances
- Hair combed, and away from your face
- Wearing assigned clothing/or jewelry for the event (clean and wrinkle free)
- Arriving to event on time
- Showing up with a cheerful positive attitude
- Phones left in or car or at home
- Follow directions given by Ambassador Director or Co-Chairperson etc. at assigned event
- Be prepared to interact with the public at the assigned event

**Senior Queens Award:** The Ambassador member who embodies the spirit of Bear Festival will receive a special Queens Award. Selected Ambassador **will receive \$100.00**.

**SECTION 10: SENIOR SCHOLARSHIP**

All Senior Royalty **must complete the full reign (12 Months)** of office as Queen/King to receive the scholarship. Resigning or termination of reign will result in no scholarship fund.

- 1) **\$1,000.00 post High School education/training program scholarship** awarded to crowned Senior Queen/King.
- 2) The Senior recipients must be enrolled in a post High School education/training program and request scholarship to be issued within three years of high school graduation, or all Scholarship monies will be forfeited.
- 3) Scholarship funds can first be requested during their second semester by providing proof of enrollment for that semester.
- 4) The Senior recipient's scholarship money will be sent to the education/training program upon evidence of enrollment to a post High School education/training program.

**SECTION 11: JUDGING**

Ambassadors understand that the McCleary Bear Festival Junior Queen/King and Senior Queen/King will be chosen based on the following criteria:

- 1) Public speaking engagements, community service hours, button sales, sponsorships, attendance and participation effort at functions/events, essay, interview, and academics.
  - **Public speaking:** Scheduled appearances TBD (i.e. Chamber meeting, City Council meeting, etc.). Each speaking engagement is worth a max of 30 points. Results from panel will be placed in a sealed envelope to be opened during final meeting prior to coronation.
  - **Community Service:** Pass/Fail – 100 points for requirement completion. All Ambassadors must complete a minimum of 50-hours of community services. Select Ambassador appearances will count toward community service hours.
  - **Button sales:** 1st place – 100 points, 2nd place – 75 points, 3rd place – 50 points.
  - **Attendance:** Includes monthly meetings, events, and scheduled appearances. Each engagement is worth a max of 15 points.
  - **Essay:** 250-word essay for Juniors and 500-word essay for Seniors to be written on a day chosen with board present. 1st place – 100 points, 2nd place – 75 points, 3rd place – 50 points.
  - **Interview:** All Ambassadors will complete an interview with a panel of Bear Festival board members and community members on a chosen day. 1st place – 100 points, 2nd place – 75 points, 3rd place – 50 points.
  - **Academics:** Pass/Fail – 100 points for maintaining a 2.5 GPA. GPA under a 2.5 is a disqualification from crowning eligibility.
- 2) Crowning will take place at coronation ceremony **on Friday, July 8, 2022 at 5:00pm.**
- 3) Ambassadors understand that if they are not crowned Queen/King, they are still obligated to fulfill contract term following coronation. If Ambassador fails to fulfill those obligations **through September 2022**, they automatically forfeit share of button sales and will no longer be eligible to run for program in the future.

**Section 12: CONCLUSION**

To the Ambassadors parent/legal guardians and family members: Thank you for supporting your daughter and/or son in this endeavor. Bear Festival is completely run by volunteers. We ask that families of the Ambassadors respect that all decisions of the Ambassador Director and Co-Chairperson are final as to who will chaperone each event, and at no time is a parent/legal guardian to decide who should be the chaperone. If there is a conflict with any Ambassador member or chaperone, we encourage your child to work out the conflict among the other Ambassadors and the Ambassador Director and Co-Chairperson.

Parent/legal guardians, please help the Ambassadors realize that the Ambassador Director and Co-Chairpersons decision is final, and failure to comply by the rules set forth in this contract can result in immediate dismissal with loss of crown and any scholarship money awarded.

We are looking forward to an exciting year of making memories and acquiring skills that will last a lifetime. We know you are just as excited as we are, to watch your child to grow and develop. If there are areas of Bear Festival you want to help with, we have various opportunities for you to volunteer, please get with the Bear Festival Committee to sign up.

Please sign below that you have read and understand the Ambassador Contract, Rules and Information and initialed the required pages.

X \_\_\_\_\_  
Participant Signature Date

X \_\_\_\_\_  
Legal Guardian Signature Date

X \_\_\_\_\_  
BF Ambassador Director Signature Date