



BFF Cincy Ambassador Program

About BFF Cincy

BFF Cincy is a community created to help women throughout Cincinnati and Northern Kentucky build genuine friendships and meaningful connections.

Making friends as an adult can be hard, especially when you're new to the area, entering a new season of life, working remotely, or simply looking to expand your circle. BFF Cincy exists to make finding community easier, more accessible, and less intimidating.

Through local events, meetups, community conversations, and partnerships with Cincinnati-area businesses, we create opportunities for women to meet in real life and form authentic friendships.

From casual coffee meetups and weekly walks to fitness classes, workshops, happy hours, book clubs, and larger community events, our goal is to create welcoming spaces where women feel comfortable showing up—even if they come alone.

Ambassador Program Overview

BFF Cincy Ambassadors are an extension of the BFF Cincy community and play an important role in helping us grow throughout Cincinnati and Northern Kentucky.

As we build BFF Cincy from the ground up, we're looking for enthusiastic, welcoming, dependable, and community-minded women who are excited to help bring our mission to life.

Ambassadors will help host events, welcome new members, spread the word about BFF Cincy, connect us with the local community, and help us discover the businesses, neighborhoods, and experiences that make Cincinnati special.

You don't need to be the loudest or most outgoing person in the room to be an ambassador. We're looking for women who genuinely care about making others feel included and are excited to help build something meaningful.

Ambassador Responsibilities

Host & Support BFF Cincy Events

Ambassadors may help lead or support BFF Cincy events and meetups throughout the Cincinnati and Northern Kentucky area.

This may include:

- Greeting and checking in attendees
- Helping women feel comfortable when arriving alone
- Introducing attendees to one another
- Facilitating icebreakers, activities, or conversations when needed
- Distributing giveaways or partner materials
- Taking photos and videos during events
- Helping ensure events feel welcoming, organized, and inclusive
- Representing BFF Cincy positively when interacting with venues and partners

Depending on the event calendar and your availability, ambassadors may be asked to participate in or help lead approximately 1–4 events per month.

Community Outreach

Because BFF Cincy is a growing community, ambassadors will also help us build relationships throughout Cincinnati and Northern Kentucky.

Outreach may include:

- Identifying local businesses that could be a good fit for BFF Cincy events
- Recommending restaurants, coffee shops, fitness studios, boutiques, activity venues, and other local businesses
- Reaching out to potential event hosts or community partners using BFF Cincy-approved messaging

- Sharing BFF Cincy with local organizations and community groups when appropriate
- Helping identify community events or opportunities where BFF Cincy could have a presence
- Introducing the BFF Cincy team to businesses or organizations you already have relationships with
- Sharing ideas for events based on what's happening in your neighborhood or area

Ambassadors will not be expected to negotiate contracts, pricing, sponsorships, or formal partnerships on behalf of BFF Cincy unless specifically authorized.

Promote BFF Cincy

Help spread the word about BFF Cincy and upcoming opportunities through your personal network and social media.

This may include:

- Sharing upcoming BFF Cincy events
- Reposting BFF Cincy Instagram content and Stories
- Sharing your experiences at BFF Cincy events
- Inviting women you meet to join the BFF Cincy community
- Engaging with BFF Cincy posts through likes, comments, shares, and saves
- Helping create excitement around new events, partnerships, and community initiatives

We want promotion to feel authentic. Ambassadors are not expected to turn their personal social media accounts into BFF Cincy advertising pages.

Help Build Our Online Community

Ambassadors will be encouraged to participate in the BFF Cincy Facebook community and ambassador communication channels.

This may include:

- Welcoming new members
- Starting or participating in conversations

- Answering basic questions when appropriate
- Encouraging women who are nervous about attending events alone
- Helping members feel seen, supported, and included
- Sharing BFF Cincy events and opportunities
- Helping maintain the positive and welcoming culture of the community

Be a BFF Cincy Representative

Above all, ambassadors should embody what BFF Cincy is about: friendship, kindness, connection, and community.

When representing BFF Cincy, ambassadors are expected to treat members, businesses, partners, fellow ambassadors, and event attendees with respect.

Our goal is for someone attending her very first BFF Cincy event alone to walk in and immediately feel like there is someone there who is happy to see her.

Ambassador Requirements

To become a BFF Cincy Ambassador, applicants should:

- Be at least 21 years old
- Live in Cincinnati, Northern Kentucky, or the surrounding area
- Be enthusiastic about BFF Cincy's mission
- Be comfortable meeting and welcoming new people
- Be dependable and communicate consistently with the BFF Cincy team
- Have an active presence on Instagram and/or Facebook
- Be willing to attend and support BFF Cincy events
- Be comfortable representing BFF Cincy when interacting with members and local businesses
- Help maintain a welcoming and supportive environment

Previous event, marketing, social media, or community-building experience is not required.

Ambassador Benefits

Complimentary Event Access

Ambassadors may receive complimentary access to select BFF Cincy events when attending as an ambassador or helping host the event.

Ambassador-Only Opportunities

Get access to ambassador gatherings, special experiences, and opportunities created specifically for the BFF Cincy team.

Local Networking

Meet local business owners, community leaders, BFF Cincy partners, and other women throughout Cincinnati and Northern Kentucky.

First Access

Be among the first to hear about upcoming events, collaborations, partnerships, and new BFF Cincy initiatives.

BFF Cincy Swag

Receive BFF Cincy ambassador swag to wear at events and around the community as available.

Build Your Community

Ambassadors will naturally meet a LOT of women through events, outreach, and the ambassador team itself. It's an opportunity to build your own friendships while helping other women do the same.

Make an Impact

You'll have the opportunity to help shape BFF Cincy during its earliest stages and play a meaningful role in building a community that could impact thousands of women throughout Cincinnati and Northern Kentucky.

What We're Looking For

Our ideal ambassadors are women who are:

Welcoming. You notice the person standing by herself and invite her into the conversation.

Reliable. If you commit to helping with something, we can count on you.

Community-minded. You're excited about helping other women find friendships—not just attending events yourself.

Connected or curious. You know your neighborhood or are excited to explore Cincinnati and Northern Kentucky and introduce us to new places.

Positive. You help create the supportive, encouraging environment we want BFF Cincy to be known for.

Proactive. If you discover an amazing local business, event idea, or community opportunity, you share it with us.

You absolutely do not need to already have a huge social circle, thousands of followers, or connections with local businesses. Part of the fun is building those relationships together.

Time Commitment

Ambassador participation will vary based on event schedules and availability, but ambassadors should generally be prepared to:

- Support or lead approximately 1–4 BFF Cincy events per month when available
- Engage with the BFF Cincy online community
- Occasionally share BFF Cincy events or content
- Participate in ambassador communications
- Help with local outreach and community-building initiatives as opportunities arise

We understand that ambassadors have jobs, families, travel, and other commitments. We don't expect everyone to attend everything.

Communication and reliability are more important than saying yes to every opportunity.

A Note About Partnerships & Outreach

Ambassadors may help introduce BFF Cincy to local businesses and identify potential event or partnership opportunities.

However, ambassadors are not authorized to enter into agreements, promise promotional deliverables, negotiate sponsorship rates, accept payment, or commit BFF Cincy to a partnership unless specifically given permission to do so.

When conducting outreach on behalf of BFF Cincy, ambassadors should use approved messaging and direct interested businesses to the appropriate BFF Cincy contact for next steps.

Join Us

BFF Cincy is just getting started, which means our first ambassadors have a unique opportunity to help shape what this community becomes.

We're looking for women who believe friendships matter, who want to make Cincinnati and Northern Kentucky feel a little smaller and more connected, and who are excited to make sure the woman walking into an event alone doesn't stay alone for long.

As a BFF Cincy Ambassador, you'll help us discover new places, welcome new faces, create memorable experiences, support local businesses, and build a community where genuine friendships can flourish.

Come help us build BFF Cincy from the beginning. 💕