## Add your Ambassador Program Experience to your LinkedIn!

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HBA Advisors, Program Excellence Managers, and member leaders are major contributors to the HBA mission and make impacts in the lives of women and men in the business of healthcare everyday. These contributions deserve to be acknowledged! All volunteers are recommended to add their Ambassador Program experience to their LinkedIn Profile - here's how:

- 1. In your Linkedin Profile, navigate to the "Volunteering" Section
- 2. Click the + to add a new volunteer role
- 3. Begin typing "Healthcare Businesswomen's Association" and select the organization as listed below. *Note: do not type* "HBA" as it will bring up specific HBA components unrelated to the Ambassador Program.



- 4. Under Role, enter your Ambassador Program title. Examples:
  - 1. Advisor to (company name) Ambassador Program
  - 2. Program Excellence Manager to (company name) Ambassador Program(s)
  - 3. Ambassador Program Marketing (or other function) Committee
- 5. Under Cause, select the cause that speaks to you the most / best describes the impact you think you have in this role.

  Some Advisors have chosen Civil Rights and Social Action, Health, or even Economic Empowerment. None are incorrect as HBA's mission spans many of these causes!
- 6. For Start Date, add the month/year you began volunteering
  - 1. If you are an Advisor, add the month/year you began advising for that company's program. Be sure to return and add the appropriate End Date when you are no longer Advising for that company
- 7. Under description, feel free to use or build on the following: Through the HBA Ambassador Program, furthering the advancement and impact of women in the business of healthcare. Helping to develop current and future leaders, and unlock the power of diversity in healthcare organizations. #HBAimpact
- 8. Click Save, and you're done!

If you are an Advisor/PEM for multiple companies, be sure to list each company as a separate volunteer opportunity and ensure that the Start/End dates align with the time frame you were Advisor/PEM for each company.

When you receive a new assignment, be sure to also post about it via LinkedIn — here is an outstanding example of an assignment post by an HBA Ambassador Program Advisor. However long or short your post, Be sure to include #HBAimpact, #HBAambassadors and #HBAatComapnyName (insert the name of your assigned company(ies)) so HBA can amplify your voice!

## Thank you for all that you do to make an #HBAimpact!