



## ALUMNI BOARD MEMBER POSITION DESCRIPTION

### **University Alumni Board Mission and Member Overview**

The University of Rochester Alumni Board ("Alumni Board") consists of a small, select group of distinguished leaders who help shape and implement alumni engagement strategies. The mission of the Board is to involve all University of Rochester alumni in a lifelong connection with one another and with the University by helping to shape and implement its alumni and constituent engagement strategy. Representing One University, the Alumni Board has purposeful connection with University and school-based Boards and Councils and other volunteer committees. Members represent the diversity of the alumni community and actively participate in Board meetings and activities.

### **Member Responsibilities**

Members of the Alumni Board will:

- Attend and participate in all regular meetings of the Alumni Board.
- Serve on committee(s) and/or project based workgroups. Participate in affiliated calls and activities as applicable.
- Advocate for and represent the University, including any particular University groups or constituents they represent.
- Willingness to leverage and build your network to help expand and grow alumni engaged with the University.
- Support the University philanthropically, at a personal level of comfort, on an annual basis.
- Pay for travel expenses associated with attending Board meetings.

### **Term of Service**

Members of the Alumni Board will serve a two-year term, renewable up to two times (for a maximum of 6 years).

### **Time Commitment**

- Attend two in-person meetings, held in the fall and spring. The fall meeting is typically scheduled in conjunction with Meliora Weekend and the spring meeting is planned in conjunction with the Volunteers in Partnership Conference or other volunteer retreats.
- Attend bimonthly, virtual meetings, typically conducted via videoconference. There are typically 4-5 such calls per year, with breaks during peak summer and holiday times.
- Remain an active volunteer, attend meetings, and provide philanthropic support to the University.

### **Support and Resources**

- The AVP will be the primary staff liaison to the Alumni Board, in collaboration with and support from the Executive Director of Volunteer Networks and Programs.
- Alumni Relations will manage meeting coordination, materials, and administrative support.

### **Alumni Board Member Attributes**

- A high degree of integrity and trust; the ability to lead and also contribute as a team member.
- A demonstrated proficiency in building and developing peer relationships; belief in community building with the University.
- Solutions-oriented with a competency in problem solving, brainstorming and/or sharing a perspective with an openness to considering alternative perspectives.
- Making a commitment as a member a priority; attend meetings, prompt responsiveness to peers and correspondences.
- A belief in the mission of the University and a desire to authentically serve.