



Alumni Association Executive Board

Alumni Community Chair Responsibilities

The Alumni Community Chair is appointed by the Alumni Association President in consultation with the Executive Board's Nominating Committee and the Director of Alumni Affairs.

The Alumni Community Chair works with the various alumni communities throughout the world.

Responsibilities of the Chair:

- Work closely with the Executive Board, Community leaders and members, and the Office of Alumni Affairs to establish goals, measure outcomes and assess progress.
- Act as facilitator among the alumni communities, the Executive Board and the Office of Alumni Affairs.
- Assist in targeting, recruiting and maintaining community leaders and new members to increase alumni community memberships across the country.
- Inform and educate community members on the Strategic Plan and the governance structure of the Alumni Association.
- Assist in the formation of additional alumni communities.
- Communicate with the leaders of each alumni community with regard to 1) the sharing of ideas among alumni communities, 2) Clark in the press and 3) alumni programs and events (e.g., AAP, Career Services, Clark Fund, Reunion Weekend).
- Provide comments and suggestions for the design and web content of the alumni community pages.
- Convene an annual meeting of the alumni community leaders to review the program's progress, set benchmarks for new and ongoing initiatives, and establish goals.

The Alumni Community Chair serves as the alumni volunteer liaison of the various alumni communities. Administrative support and guidance will come from the Alumni Affairs Office.