



Alumni Association Executive Board GSOM Committee Chair Responsibilities

The Chair of the GSOM Committee is appointed by the President of the Alumni Association in consultation with the Executive Board's Nominating Committee, the Director of Alumni Affairs and the Dean of the Graduate School of Management.

The Chair of the GSOM Committee works with the Graduate School of Management staff to foster alumni interest and encourage participation in the school. GSOM alumni activities include business and social events, networking opportunities through events, programs, and committee memberships, promotion of life-long learning, sponsoring issue forums/economic forecast/business breakfasts, and making available volunteer opportunities in mentoring, internships, and community service.

Responsibilities of the Chair:

- Recruit committee members and inform and educate them on the Strategic Plan and the governance structure of the Alumni Association.
- Direct and assist alumni programming goals and objectives with the Dean of the Graduate School of Management and GSOM staff and Director of Alumni Affairs.
- Serve as the primary liaison between GSOM Program Advisory Council and Executive Committee of Clark University Alumni Association within the framework of CUAA Strategic Plan to reach out to various constituencies.
- Promote and increase visibility of alumni outreach activities through Connect Newsletter, GSOM Web site, and on-line community.
- Lead and expand committee roles to partner with key GSOM staff and GSOM student council leadership in the areas of student recruitment process, career information sources, placement assistance, internship programs, and social events.
- Create metrics to measure effectiveness of GSOM outreach programs.
- Explore opportunities to promote the personal and professional growth of GSOM alumni.
- Educate committee volunteers on the Strategic Plan and the governance structure of the Alumni Association.
- Prepare progress reports identifying progress and accomplishments against Strategic Plan and identifying issues/challenges that need to be addressed.
- Write articles for print publications, the Clark University web site, the online community and other identified outlets.

The GSOM Chair serves as the alumni volunteer leader involved in GSOM activities and programs. Administrative support and guidance will come from the Alumni Affairs Office and the Graduate School of Management.