

Alumni Network Key Responsibilities

Volunteers:

- Volunteers can serve as Event Leads
 - Suggest venues and initiate contact before passing to liaison
 - Run game watches, community service, social networking without liaison present
- Personal outreach for a specific event
 - Sign Confidentiality Form
- Speaking at events/Share Because of UConn stories
- Follow up with first time attendees
- Assist with day of logistics of events
 - Help with set up and breakdown
 - Checking people in
 - Take photos if no photographer is present
 - Work the room to get feedback and light recruit

Liaison:

- Handles Contract and negotiations with venues
- Payments to venues
- Organizing Network Planning Meetings
- Build registration pages and surveys
- Share News from UConn
- Oversee onboarding and stewarding of volunteers
- Align university priorities with regional programs
- Secure alumni & faculty speakers
- Provide event support items
- Attend events when they align with the campaign

Alumni Network Volunteer Expectations:

- Attend all network calls in Fiscal Year (FY)
- Attend at least one all-volunteer call in FY
- Be active in email discussions with others throughout FY
- At minimum, attend all events that pertain to your planning and development of programs
- Attend other events when possible
- Donation to the UConn Foundation each FY – s.uconn.edu/makeadonation
- Sign volunteer Code of Conduct each FY
- Sign confidentiality waiver each FY before making personal outreach

Alumni Network Structure

- The Network structure is open and inclusive and generally includes a core group of two to 15 volunteers who are willing to assist with the engagement of other UConn alumni.
- The key to success is that no one person carries all the responsibilities. Responsibilities (outlined above) are dispersed among the network based on the UConn Foundation goals and needs, as well as individual volunteer interests.

Sample Programs and Events

Our Alumni Relations programs align with our Because of UConn campaign pillars.

Students First

- Students and Alumni networking events
- Scholarship celebrations
- UConnGrats card writing
- UConn Traditions (Senior Send-Off, Oozeball)

Academic and Innovation Excellence

- Because of UConn Conversation Series with UConn professors/noted alumni
- Career seminars/panels with career industry experts and/or business and organizational leaders
- #ThisIsAmerica social justice series

Health and Wellness of People and Planet

- UConn Cares (Community Service)
 - Collaborate with local organizations like Habitat for Humanity, Special Olympics
 - Serve food at homeless shelter
 - Park/beach clean up
 - Conduct a toy/clothing/food/book drive
 - Husky Harvest campus food pantries

Husky Pride

- Pre-game parties
- Game-watch parties
- Career networking nights
- Reunions or anniversary celebrations
- Happy hours
- Beer or wine tastings/tours
- Paint party with UConn specific picture
- Cooking demonstrations
- Museum or “history” tours
- Welcome party for incoming first year students or new alumni/recent grads