

MEMO

To: Interested UNMC Graduate Studies Alumni

From: The UNMC Graduate Studies Alumni Council

The UNMC Graduate Studies Alumni Council is seeking strong and engaged alumni to assist in developing effective programs to strengthen alumni and student bonds to the Graduate Studies program and to UNMC. We hope you will consider joining the council and supporting this work by helping:

- Plan College specific alumni and student engagement opportunities such as reunions and special events;
- Align the Councils' priorities with the Alumni Association Board of Directors' strategic plan;
- Recruit and mobilize engagement of alumni;
- Advise on communication strategies with the College's alumni base;
- Support your College's Innovation Fund (or other University funds) with an annual gift at a level you are comfortable with.

Serving as a member of the Alumni Council requires only a few hours a year and is critical to sustain the excellence, which makes us all proud to be UNMC alumni!

If you are interested in applying to join the Alumni Council, please complete the attached Volunteer Profile document and return it to Catherine Mello, UNMC Alumni Relations Office catherine.mello@unmc.edu or 985200 Nebraska Medical Center, Omaha, NE 68198-5200.

Sincerely,

Geoffrey Thiele, PhD'85
President, Graduate Studies Alumni Council



UNMC Alumni Association

New Era of Engagement Volunteer Job Description

Volunteer Opportunity
Alumni Council Member

Purpose Statement

The mission of the UNMC Alumni Association is to engage alumni, students and friends in the life, promotion and advancement of the University of Nebraska Medical Center.

The Alumni Councils are affiliate groups of the UNMC Alumni Association that work in close partnership with the dean of the college or program to:

- Plan College/Program specific alumni and student engagement opportunities such as reunions and special events
- Align the Councils' priorities with Alumni Association Board of Directors' strategic plan
- Recruit and mobilize engagement of alumni
- Advise on communication strategies with the College's alumni base
- Support your College's Innovation Fund (or other University funds) with an annual gift at the level you are comfortable with

Time Commitment

- Three Council meetings per calendar year (primarily in the evenings) with the main agenda item to include discussion about engagement strategies (meetings are available via tele-conference for alums not located in the local Omaha area)
- One half-day retreat for members of all UNMC Alumni Association Councils to facilitate strategic planning, idea sharing, and shared goals for alumni activities in the year ahead; encouraged to attend and support campus events every other month with a primary focus on student engagement events. Examples include: orientation, convocation ceremonies, white coat ceremonies, and professional development/mentoring opportunities.
- Voluntary attendance at UNMC Alumni Association events and reunions.
- Optional committee work also available.

Term of Service

3 years, starting July 1 and concluding on June 30.

Option to renew for additional terms.

Alumni Council officers are eligible for further options for advancement to the UNMC Alumni Association Board of Directors for three year terms of service.

Leadership Opportunities

Officer positions include: President, President-Elect/Vice-President, and Engagement Chair. Descriptions of these duties are available through UNMC Alumni Relations Office.

Staff Contact

Alumni Relations Director

Alumni Relations Engagement Coordinator

Description of Duties

Plan

Alumni Council members are the leaders in developing effective programs for alumni and students in the New Era of Engagement. They will work closely with the dean of their college/program and alumni office staff to plan engagement strategies that influence alumni and student bond to their college/program and to UNMC. The role of the dean is to help set the agenda for council meetings, involve alumni council members in key decisions that engage alumni to benefit the College/Program, and to regularly participate in alumni council activities. Engagement strategies should reflect the strategic themes of the UNMC Alumni Association and align with UNMC's strategic plan.

Promote

Alumni council members are key leaders in distributing information about the activities and goals of the New Era of Engagement. This role includes promoting the New Era of Engagement to fellow alums in your existing network, gathering their feedback, and relaying the information back to the council and board of directors. Council members will enlist their colleagues to serve in volunteer roles with the UNMCAA and the council to help build a strong leadership pipeline. Should volunteers need access to alumni data; they can work with the UNMC Alumni Relations Office staff to facilitate communication. The Alumni Office has a range of tools available to reach out to alumni, including a Constituent Relationship Management system and associated email tool. In addition, alumni council members should read UNMCAA and alumni council publications and stay informed of current news.



Participate

Alumni council members should plan to attend and support UNMCAA and alumni council events when possible. This includes attending student events and speaking on behalf of the council, alumni outreach events, and class reunions. Upon starting your role, a calendar of upcoming events and meetings will be made available to you. As part of your service, Alumni Council members are asked to support your College/Program's Innovation Fund (or other University funds) with an annual gift at the level you are comfortable with. Information about the Innovation Fund is available through the University of Nebraska Foundation's website at <https://nufoundation.org/unmcfund#>.

"Serving on the UNMC College of Allied Health Professions Alumni Council has enabled me to give back to my alma mater, stay connected with my classmates, and work closely with Dean Kyle Meyer to advance the mission of the College. I find the experience to be both personally and professionally rewarding, and I love maintaining my connection to UNMC."

-Kate Kuester, DPT, Class of 2008



**UNMC Alumni Association Volunteer Profile
Graduate Studies Alumni Council**

Name _____

Mailing Address _____ City _____ State _____ Zip _____

Preferred Telephone Number _____ Home / Cell (circle) I text: Yes / No (circle)

E-mail address _____ Personal / Business (circle)

I am a (check all that apply): Alum _____ Resident alum _____

UNMC College: _____ Class Year: _____

List the full name of a fellow UNMC alum or resident to serve as a reference: _____

Why would you like to serve as a UNMC Graduate Studies Alumni Council volunteer:

Please briefly describe any current or past volunteer experience:

What special interest or experience would you like to offer the Graduate Studies Alumni Council?

*Please return this form, along with a bio or CV if available, to Catherine Mello, UNMC Alumni Relations Office
Catherine.mello@unmc.edu or 985200 Nebraska Medical Center, Omaha, NE 68198-5200.*