
Role Description: Alumni Council President (Voluntary position)

14 August 2017

Alumni Relations at the University of Sydney

The University of Sydney is a large and diverse institution with a broad range of disciplines. We thrive on the strong shared identity that binds us together as a community, and it is this identity that shapes our strategic vision.

Our mission is to create a mutually beneficial Alumni Relations program that will strengthen and engage the alumni community and support the University's vision for years to come.

The Alumni Council

Alumni Council members are members of Convocation. The role of the Alumni Council is to:

- Support the University and its faculties in their endeavours to grow alumni engagement across the University community;
- Effectively facilitate connectivity between alumni, the University community and its stakeholders;
- Provide opportunities for alumni to develop a lifelong connection with the University, commencing when a student enters the University.

Volunteer Role Title	Alumni Council President
Purpose of the position	Lead and motivate Alumni Council members to build strong relationships between the University of Sydney, its alumni and students.
Location	The University of Sydney, Camperdown campus
Hours	10-14 hours per month (approximately)
Key contacts	Director, Alumni Relations; Secretary to the Senate; Vice-Principal (Advancement)
Principal duties and responsibilities	<ul style="list-style-type: none"> • Chair Alumni Council meetings • Ensure that the Alumni Council's activities are aligned to the University's Strategic Plan and the Alumni Relations Strategic Plan • Professionally represent the Alumni Council to promote its high standing in the University community • Promote initiatives that will benefit the University and its wider community • Advocate on behalf of the University and promote student/alumni engagement • Encourage and participate in mutually beneficial alumni and student engagement programs such as mentoring, coaching and

	<p>Welcome to Sydney programs</p> <ul style="list-style-type: none"> • Review and provide advice on current or proposed Alumni Charter • Participate in subcommittees (e.g. Governance, Alumni Awards) and appoint subcommittee Chairs. • Develop a strong and effective link between the Alumni Chapters & Associations and the Alumni Council.
<p>Desirable skills and attributes</p>	<ul style="list-style-type: none"> • Understand the University Strategic Plan and wider strategic perspective • Embrace philanthropic endeavors of the University and the INSPIRED campaign • Commitment to proactively guiding the Alumni Council towards achieving its purpose and agreed strategic priorities • Board chair/Management skills to effectively lead the Council meetings • Positive and constructive attitude and ability to contribute to a positive Alumni Council culture • Exceptional presentation and communication skills • Experience in public speaking and presenting in front of a large audience • Demonstrated leadership and relationship management skills • Ability to influence and motivate Alumni Council members and alumni wider community • Commitment to promoting the mission and vision of the University and the Division of Alumni and Development • Understand the role of volunteers in supporting the work of academic leadership • Ability to build productive and transparent partnership with University staff • Strong social and professional networks and willingness to leverage them for the University
<p>Benefits of the role</p>	<ul style="list-style-type: none"> • Professional networking • Enhance leadership and committee board skills • Make a meaningful contribution to our University, it's alumni, students and stakeholders • Professional development training opportunities and Induction training

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Rev: 14.10.16
Rev: 14.08.17