REUNION VOLUNTEER POSITION DESCRIPTION

Reunion is a tradition at Villanova, wherein alumni return to campus to rekindle friendships and strengthen bonds to the Law School. Reunion volunteers are passionate leaders of their class who help to share their enthusiasm with friends and classmates leading up to Reunion weekend.

As part of my service to Villanova Law’s Reunion Committee, I agree to:

COME BACK: Attend Villanova Law’s Reunion Weekend, November 2-3, 2018
- Conduct personal outreach to classmates, encouraging them to “come back” to campus for Reunion events; serve as primary point of contact for Reunion questions.
- Participate in online group meetings and webinars hosted by Alumni Relations and Development staff liaison and conference calls led by chairs to discuss progress, new initiatives, deliverables and deadlines.
- Register early to encourage others to sign up for Reunion events once registration goes live.

GIVE BACK: Make a personally meaningful gift to Villanova Law
- Lead by example by making your gift/pledge and lending your name in Committee communications to encourage others to support the Villanova Law Reunion Class Gift.

RECRUIT: Assist in the process of forming a committee of varying interests and experiences
- Work with staff liaisons to utilize class lists to identify, contact and inform classmates about volunteering.
- Encourage full participation by reaching 100% committee giving participation, taking part in committee activities and attending reunion.

Reunion program staff liaisons will support the committees by:
- Providing timely information, resources and up-to-date class data to assist committees in reaching their goals.
- Assisting with recruitment of committees through individual and class outreach.
- Facilitating mass communications to Reunion classes via direct mail and email.
- Answering questions in a timely manner to assist with assigned outreach and correspondence.
- Being respectful of committee members’ availability and time.