



MILLIKIN REGIONAL ALUMNI CLUB LEADERSHIP TEAM

PURPOSE

Millikin University's Alumni Association Board, in partnership with the Office of Alumni and Development, is seeking positive ways to engage and maintain relationships with Millikin alumni in regional settings across the United States to foster social, professional, and student connections. Millikin Regional Alumni Clubs are designed to connect Millikin graduates through their mutual affinity for Millikin University. Alumni Clubs offer a great support system for everyone, from a recent graduate who is acclimating as a new professional, all the way to retirees who are reconnecting to the alma mater they love. Alumni Clubs host social and networking events maintained and supported by regional alumni with basic support from the Alumni and Development Office.

LEADERSHIP TEAM DETAILS

We want to add to your robust alumni experience and help you engage in new opportunities with people who love the Big Blue as much as you! The Leadership Team for the Millikin Regional Alumni Club will work together annually to volunteer their time and talent to organize 3 diverse experiences for alumni in the region. Events hosted by the Regional Alumni Club are designed to assist you in strengthening your alumni network by reaching out to a broad range of alumni across generations, interests, and unique geographical locations.

Each Leadership Team consists of 3-5 members who would assist in planning and facilitating a minimum of 3 events each year. Host a happy hour? Sure! What about a dodge ball rec team? Ok! Dodge ball not your thing, what about a book club, BBQ, or attending an event already planned by your local community? The possibilities are endless for the Regional Alumni Clubs. The most important part is connecting and reconnecting with the Big Blue through genuine experiences and mutual interests.

UNIVERSITY SUPPORT

The success of the Alumni Club Leadership Team can take time, and the Office of Alumni and Development is here to support you and help to gain traction with Millikin alumni in your region! Our desire is for each Alumni Club to be self-sustaining with a great balance of continuous and effective communication between the Leadership Team and the Alumni and Development office. Leadership Team volunteers will be supported by the Associate Director of Alumni Engagement for essential administrative needs. While the events will be planned and organized by the Leadership Team, the Office of Alumni and Development will assist you with contacting alumni in your region and sending a swag bag prior to each event with essentials to help with marketing. The Associate Director of Alumni Engagement will connect before each event to check in and after each event to gather a final list of attendees, photos, and relevant information. The Alumni Association Board is currently working on an endowed operating fund which could help with small related expenses. But remember, these events should not cost the Leadership Team any money individually!



ALUMNI CLUB EVENT SUGGESTIONS AND IDEAS

Traveling Millikin events make a great backdrop for any Alumni Club kick off! U Choir coming to town? Millikin athletic event near your area? Know a Millikin Alum who is in a local theatrical/music performance? Plan an event!

FINE ARTS

Attend a local performance, free concert/movie in the park, professional theatre event, music festival, museum exhibit. Have each alum pay for their own entry and meet there!

HAPPY HOUR

5PM-7PM event at a local eatery, host at your home/work. Everyone pays for what they want to eat!

RECREATION

Attend a local sporting event, create a recreation league team, ice skating, Running/Walking/Biking.

LEISURE

Board Game Event, Wine tasting, Book club, BBQ/Cook Out, Pop Up Cookie Party.

CITY PLANNED EVENTS

Fun events in your city are a great way to gather people with minimal pre-planning!



ALUMNI CLUB LEADERSHIP TEAM STRUCTURE

The philosophy behind the creation of the Alumni Club Leadership Team is so no one is responsible for carrying the weight of planning and hosting events individually. The Leadership Team should be a mix of diverse people with diverse interests who will uniquely connect to a variety of Millikin Alumni. The Leadership Team should operate in a structure that helps to garner creativity, celebrate brainstorming, share responsibility, delegate when appropriate, and prevent burn-out and back-up.

Each Alumni Club Leadership Team will consist of volunteers who are willing to serve as part of the group for a three-year commitment. After the three-year term, volunteers can choose to stay on the Leadership team, or rotate off the team. Leadership Teams will have Co-chairs that consist of two volunteers that help to plan and run meetings, recruit new members to the Leadership Team, and act as the official regional liaisons to the Alumni Association and Office of Alumni and Development. Co-chairs will serve a staggered two-year commitment, which always allows for overlap and support as new leadership is introduced.

Alumni Club Regional Leadership Team Co-Chair Responsibilities:

- Represents Millikin University and the Millikin Regional Alumni Club positively in all communication and action
- Conducts regular Alumni Club Leadership Team meetings and operations
- Oversees responsibilities of all Alumni Club Leadership Team volunteers
- Facilitates the creation and development of a planning calendar of annual events and program offerings that is advertised to regional Millikin Alumni
 - Calendar should include one "Welcome to the Region" event for all recent Millikin Graduates
- Serves as the primary liaison to the Alumni Association and communicates quarterly with the representatives
- Serves as the primary point of contact or the Regional Alumni Club listed on the Millikin Alumni and Development website with a willingness to communicate efficiently
- Leads the efforts in recruitment, welcome, and training new Leadership Team members
- Helps to tap and fulfill the replacement Co-chair position during the second year of the position
- Continues to serve on the Alumni Club Leadership Team at least one year after concluding the Co-Chair position for added guidance and support