# **Reunion Planning Committee Member**

# **Volunteer Role Description**

#### Overview:

Reunion Planning Committee Members make reunion weekends a success with their energy, enthusiasm, and ideas to ensure programming is relevant to fellow classmates. Whether you contribute by organizing programs and events, fundraising in support of your reunion year, or encouraging friends to come back to campus, you're helping to make the weekend a meaningful and entertaining experience for alumni.

### **Staff Liaison:**

Reunion and Class Giving Director

# **Responsibilities:**

- Meet with fellow committee members to develop ideas for class specific programming and events.
- Recruit additional reunion volunteers to support planning efforts in the coming year, if necessary.
- Encourage classmates to attend reunion through outreach efforts.
- Encourage classmates to contribute financially to support your reunion year.

## **Location:**

Most activities are completed virtually through Zoom meetings and in-person on campus during reunion weekend.

#### **Time commitment:**

Generally, virtual meetings leading up to reunion weekend are monthly for one-hour, but other times may be needed if planning an event or reaching out to classmates. The total volunteer time commitment per month is between 3-6 hours.

### Who should volunteer for this role?

We welcome any Oberlin alumni who are interested in planning reunion events and working to engage with other alumni in their class or cluster. (You do not need to be a class officer. There is no election process.)

### **For More Information**

Contact the Office of Alumni Engagement at <a href="mailto:alumni@oberlin.edu">alumni@oberlin.edu</a> or (440) 775-8692.