

## Reunion Committee Volunteer Structure

### **Reunion Class Chair**

Class chairs are part of a leadership group co-owning, leading and supporting outreach, programming and fundraising initiatives for their class's new Reunion Experience program. Class chairs are committed volunteers and supportive donors to Duke. They serve a term concluding at the end of Duke's fiscal year on June 30, 2022, and work with staff liaisons from Duke Alumni Engagement and Development.

### **Reunion Class Chair Roles and Responsibilities**

- Assist in developing the strategy for the class's Reunion Experience programming
- Work with staff to identify and recruit a diverse and inclusive reunion committee
- Conduct personal outreach to classmates to encourage engagement with the Reunion Experience and/or solicit key leadership prospects
- Help with the creation and promotion of class-specific communications
- Make a commitment to the reunion class gift campaign at a meaningful level
- Participate in virtual class chair meetings and stay in contact with reunion staff liaisons
- If interested, host a local or virtual pre-reunion event or strategy session

### **Reunion Experience Team**

The Reunion Experience Team members are focused on outreach initiatives that include encouraging classmates to engage with Duke, attending Reunion Experience events and supporting the class gift. If interested, members can assist with the planning of virtual or in-person Reunion Experience programming.

### **Reunion Experience Team Roles and Responsibilities**

- Conduct personal outreach to classmates to encourage engagement with Reunion Experience programming
- Attend Reunion Experience events
- Participate as a donor to the class gift campaign
- If willing, encourage classmates to participate in the class gift campaign
- Help conceptualize and/or plan virtual, regional and/or on-campus programming