University of Tasmania Alumni Advisory Committee

Roles and Responsibilities of Elected Alumni Members

Alumni and Friends Alumni Program Objectives
The objectives of the University of Tasmania Alumni and Friends Alumni Program as provided under the University of Tasmania Alumni Ordinance 11 are to:

1. Provide support and strategic advice in relation to the provision of alumni engagement programs that are relevant, innovative and responsive to the needs of the University’s alumni globally;
2. Provide support and strategic advice on best practice in relation to tailored engagement and communication channels that strive to add tangible value to the University’s alumni and facilitate for optimum alumni connectivity with the University;
3. Support University efforts to provide for a valuable and lifelong education resource for alumni;
4. Facilitate as a feature of the University a sense of community pride through forging strong and ongoing links with alumni and the wider community;
5. Enhance the overall reputation of the University and build alumni brand champions;
6. Support the facilitation of University education, research, facility and scholarship development programs through the sourcing of philanthropic revenues as they relate to alumni.

Role of the Alumni Advisory Committee
The role of the Alumni Advisory Committee is to:

1. Develop and drive a coordinated University-wide management framework for alumni engagement, domestically and internationally, to optimise Alumni engagement across the University;
2. Develop and promulgate the University’s alumni engagement strategies and implement relevant policies, procedures and work practices;
3. Act as a conduit for advice, support and contributions to the University from alumni;
4. Review, evaluate and make recommendations on major alumni relations activities, including maximising the benefits of the University’s international alumni networks;
5. Review the effectiveness of alumni engagement strategies and provide advice on initiatives that might be undertaken to improve performance across the University;
6. Oversee and endorse relevant alumni market research, benchmarking and other assessments as required;
7. Serve as a forum for the exchange of information and ideas between the University’s various alumni networks and stakeholders;
8. Provide advice and support to Advancement and the wider University, in the development of University fundraising campaigns as they relate to alumni.
## Role of Elected Alumni Members

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<tr>
<th>Volunteer Role Title</th>
<th>Alumni Advisory Committee Member</th>
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<tbody>
<tr>
<td>Purpose of the position</td>
<td>To represent and engage alumni globally in the life of the University of Tasmania</td>
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<td>Key contact</td>
<td>Associate Director, Alumni Relations (Committee Chair)</td>
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<td>Meetings and Time Commitment</td>
<td>• Members are expected to attend 80% of meetings (meetings include one AGM and four Committee meetings per annum); • Members are expected to attend at least 3 alumni events per year; • Members may be requested to volunteer to assist at alumni events including University graduation ceremonies.</td>
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<td>Duties and Responsibilities</td>
<td>• Attend and actively participate in Alumni Advisory Committee meetings; • Promote and actively participate in the University’s alumni engagement programs; • Work with alumni members to strengthen the link between them, the University, major stakeholders and Advisory Committee; • Understand the University Strategic Plan and wider strategic perspective; • Embrace and promote the philanthropic endeavours of the University; • Commitment to proactively assisting the Alumni Advisory Committee towards achieving its purpose and agreed strategic priorities (refer above); • Commitment to promoting the mission and vision of the University of Tasmania and the Advancement Office; • Positive and constructive attitude and ability to contribute to a productive Alumni Advisory Committee culture; • Ability to advocate for, influence and motivate our alumni community members globally; • Ability to build productive and transparent partnerships with University staff and other Alumni Advisory Committee members; • Contribute to, advise and provide feedback on the drafting of alumni strategic plans; • Serve on ad-hoc sub-committees and working groups as required.</td>
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<td>Benefits of this role</td>
<td>• Build personal and professional networks; • Enhance leadership and committee board skills; • Make a meaningful and vital contribution to your University, its alumni, students and major stakeholders; • Professional development opportunities;</td>
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- Enhance your interpersonal and leadership skills.

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<th><strong>Length of Term</strong></th>
<th>Alumni Advisory Committee members are elected to serve two year terms and are eligible to stand for re-election at the expiry of that two year term. An elected alumni member is not eligible to serve more than 2 consecutive terms, but can after a break of at least 12 months, stand for election for one further term.</th>
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<td><strong>Eligibility</strong></td>
<td>To be eligible to nominate and be elected, a nominee must be an alumni member and not be currently employed by, or be an honorary staff member of the University in any capacity.</td>
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<td><strong>Other information</strong></td>
<td>Alumni Advisory Committee meetings will be conducted on our University campuses, however teleconferencing and telephone facilities will be available for members residing outside these regions where required. Reasonable travel expenses to attend Alumni Advisory Committee meetings will be reimbursed to members.</td>
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**Further Information**

For more information about the Alumni Advisory Committee please contact:

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