



WHITMAN COLLEGE

Regional Volunteer Job Description

Office of Alumni Relations

Regional volunteers support Whitman events and engage with alumni, students and parents in their local communities. These volunteers are essential to keeping alumni involved in the Whitman experience; connecting prospective students and their parents with Whitman resources; and championing the College's mission at local gatherings. Regional volunteers bolster a sense of community by hosting get-togethers, advocating for local affinity networks, staffing Whitman-sponsored events, engaging online, and encouraging alumni volunteerism and philanthropy.

CONNECT:

- Help recruit other alumni from their peer groups to support affinity and regional networks.
- Utilize personal vocational and Whitman networks to connect students, young and professional alumni with career development opportunities.
- Maintain a consistent presence in regional groups and foster alumni interaction with current students on networking platforms.
- Encourage participation in regional or virtual events among their peer groups.
- Increase the visibility of alumni from affinity networks by sharing professional, social and cultural achievements of their peers with the Whitman community.
- Monitor Whitman regional virtual spaces with a commitment to maintaining an inclusive and welcoming environment for their peers. Volunteers alert Alumni Relations staff if conflict management support is needed.
- Advise the Alumni Relations Office on venues, accommodations and community trends.
- Promote Alumni and Whitman communications on personal networks including social media posts, emails and phone/text.
- Recommend programming and networking opportunities for the local Whitman community.
- Communicate regularly with the Alumni Relations staff regarding concerns or needs voiced by the members of their communities.
- Participate identity-based networks, as applicable.

ATTEND:

- Attend online or in-person volunteer training opportunities when available.
- Organize and host gatherings for their regional networks.
- Promote and attend regional and virtual Whitman events when possible.
- Promote and attend Whitman Reunions when able.
- Assist Whitman staff at regional or virtual events as needed.

Depending on interest and experience, volunteers can choose from macro* or micro** support opportunities.

**macro: network leadership, mentoring, ambassadors*

***micro: social media "influencers", professional networking, event support staff*