

# ΑΣΦ

## ALPHA SIGMA PHI

alphasig.org

## ROLE OF THE ALUMNI ASSOCIATION PRESIDENT

### OVERVIEW

The following is an overview of the responsibilities associated with this role. The description is designed to provide general guidelines and should not be viewed as limitations with the position. The Alumni Association officer should feel comfortable adding additional responsibilities, provided those responsibilities are not assumed by another officer, board, or committee.

Should you have any questions about the role of this officer, please contact Fraternity Staff.

### RESPONSIBILITIES

- Works directly with the President of the chapter and the Vice President of Alumni and Family Relations
- Helps organize a Sig Bust annually for the purpose of fostering alumni relations with assistance from the undergraduate chapter
- With assistance from the chapter, sends out at least two alumni newsletters annually
- Helps the chapter invite alumni to chapter events such as initiation, recruitment events, formal dinners, etc.
- Encourages graduating seniors to use the Alpha Sigma Phi LinkedIn Site and Career Connections Facebook page
- Assists the Vice President of Alumni and Family Relations in gathering membership referrals
- Encourages alumni to donate the Chapter endowment
- Encourages graduating seniors to join the Alumni Association
- Organizes at least one annual alumni event, normally around homecoming or the chapters founding date
- Holds at least one meeting with the Alumni Association per academic term