



# Phoenix Country Day School

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## Alumni Board Member Expectations

### Time

While not largely time consuming, the commitment of your time is key in these ways:

- Participate in all monthly meetings (September - May) either in person or via conference call.
- Attend all alumni events whenever possible.
- Take the time to review the alumni web pages, listen at meetings, etc., so that you are able to articulate and advocate for the alumni program, its purpose and vision.
- Take the time to reach out to your PCDS friends (10 at minimum) to encourage their attendance at an upcoming event.
- As a Board Member, you may be asked to reach out to PCDS alumni who graduated from your college/university or who attended another college/university in the same city/state.
- Be willing to serve as a class agent (if one is not chosen already), to help the school maintain contact with alumni.

### Talent

As an Officer and/or Member of the Alumni Board, you have a unique opportunity to contribute to the community in these ways:

- Each of us has an area of special interest, expertise, and/or influence with which we can make a difference for our alma mater. Find your niche and look for ways to use it to support and promote the alumni program.
- It is important that Board Members utilize their education, experience, and talents to further enhance the Alumni Association.

### Treasure

As an Officer and/or Member of the Alumni Board, it is crucial that you make a donation to the school.

- You can give at any level; the key is that we model 100 percent participation at the Board level to set the tone for all our alumni.
- The NAIS average for alumni giving is 15 percent total participation; we will set this as a long-term goal.