PRESIDENT

The president has overall responsibility for the chapter or affinity group and is the primary local contact for alumni, parents, and friends. The president typically serves a two-year term. The role may be shared by two co-presidents with staggered terms.

Responsibilities include:

- Serving as an ambassador for Emory in your area;
- Maintaining regular communication with the association liaison and alumni volunteers;
- Participating in an annual planning process with the association liaison;
- Scheduling and leading chapter / affinity group board meetings or conference calls as needed, and communicating outcomes to the association liaison;
- Monitoring the implementation of the planned calendar of events;
- Coordinating committee chairs to ensure follow-through on agreed-upon plans (as indicated by the chapter / affinity group structure);
- Delegating responsibilities and appointing volunteers as needed (as indicated by the chapter / affinity group structure);
- Overseeing chapter / affinity group budget and allocating resources;
- Evaluating effectiveness of overall chapter and developing creative concepts;
- Recruiting, engaging, and guiding new volunteer prospects;
- Identifying and cultivating a successor;
- Staying current on volunteer opportunities within the chapter / affinity group, as well as external opportunities such as the Alumni Admission Network and the Emory Career Network;
- Attending a majority of chapter / affinity group events, as possible;
- Sharing best practices with peers through quarterly regional conference calls;
- Participating in leadership training opportunities.