



Alumni Ambassador Job Description

What is the role of an Alumni Ambassador? Alumni Ambassadors are volunteer representatives of their graduation class who strengthen alumni relations by staying in touch with classmates and relaying news about upcoming events and activities at Hope Rural School.

Term: Ambassadors serve for a two-year period. The term automatically renews for an additional two-year period unless an Ambassador provides notice to the Alumni Relations coordinators, Sisters Elizabeth Dunn, OP and Martha Rohde, OP prior to the end of their term. There can be multiple representatives per class.

Responsibilities

- Communicate quarterly with the Hope Rural Alumni Relations coordinators to update classmate information including home address, email address, primary phone number, name of spouse and children, social media links, and noteworthy life events such as marriages, births, deaths and career accomplishments.
- Share updates from Hope Rural School via email and/or social media. Make every effort to “like” or “share” social media posts initiated by HRS about upcoming activities, special events and other noteworthy happenings.
- Be an active part of the Hope Rural Family by attending key school events as your schedule allows.
- Be a resource to your alumni class regarding reunions and alumni gatherings.

What are we looking for in an Alumni Ambassador?

Ambassadors should have great communication and organizational skills, an active social media presence, a positive emotional connection towards Hope Rural School and a willingness to follow through with the above responsibilities.

Ambassadors recognize that for privacy reasons, information obtained from classmates shall be kept confidential and not used for personal or business gain.

Contact: Sister Elizabeth Dunn, OP & Sister Martha Rohde, OP Alumni Relations Coordinators (772)-597-2203 Email: edunnop@hoperuralschool.org

Ready to be an Ambassador? Please fill out the Commitment Form:

<https://www.hoperuralschool.org/l/alumniform>

This is an exciting program to be a part of as we begin our 39th year at Hope Rural School. You are always invited to stop in and visit the school.