

# Willingness to Serve

## Whitman College Alumni Board

I, \_\_\_\_\_, affirm that I am asking the Whitman College Alumni Association Nominating Committee to consider me as a candidate for the Alumni Association Board of Directors.

I understand that in order to be considered for nomination I must submit this form to the Committee, along with a biography, a statement outlining my qualifications and interest, and I need to solicit 12 emails/letters of support from alumni. (See details below).

If elected to serve as a member of the Alumni Board, I affirm that: (1) I am willing to fulfill this responsibility to the best of my ability; and (2) I will commit the time necessary to fulfill the obligation.

### Candidate Information

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Home Address: \_\_\_\_\_

Day Telephone: \_\_\_\_\_ Mobile Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Candidate Statement, Biography, Emails of Support

Along with this form, please submit a biography of no more than 500 words, a 250-word statement outlining your qualifications and interest, as well as contributions you can make to the Alumni Association Board of Directors and Whitman College. Your statement of qualifications must include any past volunteer roles with Whitman College.

Please also ask for, and have sent to the College, 12 emails/letters from Whitman College Alumni (no more than 300 words each). These emails shall demonstrate the depth of your support from College communities, and should include a statement about what the writer believes you will contribute to the Alumni Association.

Send this completed form, your biography, candidate statement and the 12 emails/letters of recommendation to the Alumni Board Secretary **Jennifer Northam** (via email: [northajl@whitman.edu](mailto:northajl@whitman.edu) to be received no later than 5 PM PT, March 15<sup>th</sup>. Please send this email to alumni who will be submitting emails of support: [alumni@whitman.edu](mailto:alumni@whitman.edu)

Electronic Signature

Clicking this checkbox serves as your electronic signature and official indication of your Willingness to Serve on the Whitman College Alumni Association Board of Directors.

# Whitman College Alumni Association

## Board of Directors

The Alumni Office works to keep Whitman College alumni connected through its various programs and looks to the Board of Directors to strengthen these connections through active involvement in alumni programs in their community from which the Board can then provide direction and guidance as to the interests, needs, concerns of alumni.

The Alumni Office looks to the Board to review the Alumni Office programs, seeking input as to whether the direction the office is taking is meeting the needs of Whitman College Alumni. The Alumni Director uses that information, working within staffing, budget and College priorities, to maintain an alumni program of excellence.

Given the nature and calendar of alumni events, the Board serves the Alumni Office as the quality assurance team to the Whitman College Alumni program.

Members of the Board of Directors of the Whitman College Alumni Association also serve as advocates and ambassadors of the Association in support of the mission, beliefs and policies of Whitman College and the Alumni Association. In those efforts, Board members shall:

1. Advise and consult with the Alumni Office on matters and issues of concern to the Alumni Office and its Board of Directors;
2. Regularly attend meetings of the Board of Directors and actively, attentively and appropriately participate in the matters that come before those meetings;
3. Actively participate on standing committees and ad hoc committees;
4. While serving as an ambassador, support and critique the efforts of the College based on the briefings provided at Board meetings and other personal experiences or feedback received from alumni;
5. Participate in discussions with other college constituencies as requested and when possible;
6. Represent the Alumni by attending College events in each Director's geographic area. Assist in the planning coordinating and facilitating of such events when called upon;
7. Seek out and be an active participant in other Whitman College volunteer opportunities (i.e. W Club, admissions representative, class representative, reunion chair, etc.);
8. Respect the confidentiality of all information obtained in one's role as a Director of the Alumni Association as well as exercising the appropriate caution when communicating with the College, its constituencies, or its friends about any information obtained as a result of one's position on the Board of the Alumni Association or any of the positions taken by the Board of the Alumni Association (positions taken by the board will be communicated by the Board officers);
9. Any formal positions or decisions made by the Board of Directors will be communicated to constituents through the Director of Alumni Relations and/or the board president or his/her designee.