

UNO Alumni Association Board of Directors Application Form

INTRODUCTION

The University of New Orleans Alumni Association (UNOAA) promotes the long-term welfare of the University and serves as the vehicle through which all university alumni, friends, and community members can support UNO.

We are seeking talented leaders to serve on the Association's Board of Directors to represent our diverse alumni population, to increase alumni engagement, and to support the University's strategic goals.

- Student Success (recruiting and retaining students)
- Building positive awareness of the successes of the University of New Orleans and its alumni
- Alumni identification, cultivation, and involvement
- Advocacy

The Board functions in an advisory capacity to assist the staff of the Office of Alumni Engagement to help engage alumni in supporting the mission and goals of the University.

QUALIFICATIONS

Candidates should meet several of these qualifications:

- University of New Orleans alumnus/na (non-graduates, minimum of 12 credit hours)*
- A passion for the University of New Orleans and higher education
- Commitment to support the strategic direction of the University and the Alumni Association
- A history of engagement and philanthropy with the University
- Willingness to share talents and professional expertise to advance the University's mission
- Ability to serve as an ambassador for the University
- High ethical standards

** Non-degreed alumni may be considered for Committee Chair positions based on their level of relevant experience.*

EXPECTATIONS

The UNO Alumni Association is a volunteer-driven 501(c)3 organization led by a volunteer Board of Directors. Our success depends on the personal commitment and active involvement of the individuals who embrace the privilege to serve and the responsibility to lead. Board members agree to support the University of New Orleans and the Alumni Association, to uphold the association's mission and to meet these responsibilities and expectations detailed below:

Board responsibilities include, but are not limited to:

- Serving as a University and Association ambassador by staying well informed and helping broadcast the University's mission, successes, strategies, programs, strengths, and needs
- Attendance at a minimum of 3 quarterly meetings (in-person or virtual)
- Actively participating in meetings and discussions
- Serving on at least one subcommittee and participating in the accomplishment of its objectives
- Supporting, promoting, assisting with, and attending, association-sponsored events (where possible)
- Advocate for and promote the University, the Association, and its activities with personal and professional networks and through community engagement.
- Informing UNO board leaders and staff of issues impacting or of interest to alumni
- Disclosing and avoiding any conflicts of interest in accordance with the Board's Conflict of Interest policy
- Identifying new potential board and committee candidates to represent the alumni effectively
- Identifying and recruiting potential donors and sponsors

Financial Support

- Make a personal leadership gift annually. Our goal is 100% board participation; you determine the level at which you can participate.

PROCESS

The process to become a board member is as follows:

1. Submit Board Application with a copy of your résumé and statement of purpose. You will receive confirmation of your submission.
2. All applications will be reviewed by staff to confirm that candidates meet eligibility requirements.
3. The Association's Executive Committee will contact candidates to arrange interviews as appropriate.
4. The Executive Committee will develop a slate of candidates for approval by the Board of Directors. Candidates will be notified once the slate is approved by the Board of Directors. New board members will be encouraged to join existing committees to shadow the current board for orientation purposes and to allow a smooth board transition.
5. Board terms officially begin on January 1.

POSITIONS & TERMS

- **1 President** (1-year term succeeded by 1-year term as Past President)
- **1 President-Elect** (1-year term succeeded by 1-year term as President)
- **1 Treasurer** (1-year term)
- **1 Secretary** (1-year term)
- **1 Past President** (1-year term to be served immediately after 1-year term as President)
- **7-10 At-Large Directors** 3-year)

ALUMNI BOARD OF DIRECTORS APPLICATION

PLEASE TYPE OR PRINT CLEARLY

- Feel free to use a separate sheet of paper -

Full Name _____
(Please provide name as student if different)

Home Information:

Address _____

City, State, Zip _____

Cell Ph. _____ Home Ph. _____ E-mail _____

Work Information:

Employer _____

Title _____ Profession/Industry _____

Address _____

City, State, Zip _____

Work Ph. _____ E-mail _____

Education:

Year(s) of attendance at UNO: _____

Please list each UNO degree beginning with the most recent:

Degree(s) (e.g. BA, MS)

Major(s) (e.g. Accounting, Urban Planning)

Graduation Year(s)

Please list committee preferences: _____

(Development, Events/Programs, Marketing/Communications, Student Success)

If selected, what will you contribute to the Board? _____

What professional skill set, experience, or characteristics do you possess and how will it benefit the Alumni Association?

Professional Accomplishments_____

Please list boards/committees on which you’ve served, when, and in what capacity.

Please describe relevant leadership experience and/or experience motivating others.

Please describe relevant civic/community volunteer experience. _____

What was the highlight of your student experience at UNO? _____

Please list extra-curricular activities or organizations in which you were involved as a UNO student.

Do you know other UNO alumni in your network? Socially? Professionally? _____

Have you ever volunteered with the UNO Alumni Association? If yes, when/how? If no, why not?

When were you last on the UNO campus? _____

Have you attended any alumni events at UNO? If so, which ones and when? If not, why not?

Why do you want to serve on the UNO Alumni Association Board?

SUBMISSION PACKAGE

Please complete the application form and include a copy of your resume/CV with your submission package.

Please send completed materials to: alumni@uno.edu

Mail or Drop-off Address

*UNO Alumni Association
Homer L. Hitt Alumni and Visitors Center
2000 Lakeshore Drive
New Orleans, LA 70148*

Questions? Please contact the Office of Alumni Affairs by phone at 504-280-2586 (ALUM) or by email at alumni@uno.edu.

***On behalf of the University of New Orleans and the University of New Orleans Alumni Association,
thank you for applying and for your strong commitment to UNO. The support of alumni like you ensures a
long and vibrant future for our alma mater!***