Board Director Position Description

You have been elected as a director of the Alumni Chapter Board. In accepting the two-year appointment, renewable for six consecutive two-year terms, you agreed to fulfill the responsibilities associated with Board membership.

Time Commitment
Here are guidelines for your two year term on the Board of Directors:

- Attend board meetings, including the annual planning meeting.
- Serve and participate on at least one committee. Time commitment varies per committee. Committees communicated via email and conference calls as well as hold meetings.
- Board members are strongly encouraged to attend the Chapter and TU activities and events held throughout the year, including signature events like faculty lectures, Trinity sports events, and alumni events.
- Board members are also expected to chair or co-chair at least one event.

Responsibilities

- The Chapter has bylaws and documents stating its objectives and operations. You are an advocate for the Alumni Association and familiarity with these items is important.
- Well-informed suggestions and constructive criticisms are essential to the operation of a healthy board. Know when and how to present your views at board and committee meetings.
- To be an effective Director you need to be well informed. Study the issue and details relevant to the subjects before making a decision. Minutes from each committee meeting will be distributed prior to board meetings; it is your responsibility to review minutes from any meetings missed.
- Serve as an advocate for Trinity in your community by staying informed of issues affecting the university. Subscribe to AlumNet monthly E-newsletter for relevant university and TUAA news and keep your contact information up to date with the Alumni Relations office.
- Financially support the university each year through the Trinity Fund. You set an example for all other alumni.
- Exercise loyalty toward the Board and confidentiality regarding its internal affairs as discussed at Board meetings.
- Seek out and encourage talented alumni for volunteer roles such as the Board of Directors or to serve on committees as members at large. Outgoing board members are expected to provide at least one nomination for new board members.