As a Trinity alumna/us, you have an opportunity to share in the values of the Trinity University community - engagement, inclusion, respect, and understanding - through participation in an alumni chapter that serves our vast network of alumni.

A leadership role on a chapter board provides the opportunity to:

- Connect and network with area alumni; connect with faculty, staff, and administration on campus.
- Develop board and volunteer management as well as event planning skills and apply them to future leadership roles.

**Duties and Responsibilities**

- **Chapter Board - Directors**
  - Be an advocate for Trinity University and the Trinity Alumni Association at Chapter activities.
    - Update alumni on current campus news and information.
  - Plan and organize alumni events.
  - Attend board meetings and chapter events.
  - Offer ideas and advice to the officers of the Board to help improve Chapter effectiveness.

- **Chapter Board - Officers**
  - President-- oversees responsibilities of chapter volunteers, guides chapter's calendar of activities and serves as the primary liaison with Alumni Relations office. The President serves as an ex-officio member of the National Alumni Board and attend the Chapters Committee meetings in person or by teleconference.
  - Vice-President-- presides in the absence of the president, often serves as President-Elect.
  - Secretary- position often found in larger chapters.

- **Chapter Network Chairs**
  - Chapter Recruiting Chair supports local activities designed to attract prospective students to Trinity University.
  - Chapter Careers Chair provides resources and assistance to students and alumni with their career development and management.
  - Members of the chapter board.

**Resources**

- **National Alumni Board**: Chapter Committee invites all Chapter Presidents to attend three meetings a year – spring, summer and fall. The summer meeting, referred to as the “Leadership Conference,” offers training on specific Chapter-related matters.
- **Leadership** in other chapters: The Office of Alumni Relations and the National Alumni Board will provide connections to other chapters for information on successes and best practices.
- **Trinity Website** ([http://web.trinity.edu/x8034.xml](http://web.trinity.edu/x8034.xml)) for important Chapter-related subjects such as Chapter handbook, volunteer training, and event reports.
- **Alumni Relations**: Selim Sharif, Associate Director of Alumni Relations
  - Supports chapter leadership as the primary point of contact in the Office of Alumni Relations; facilitates alumni events and faculty visits to alumni chapters.
  - Coordinates AlumNet, the alumni monthly electronic newsletter, and all Facebook pages/groups.
  - Master's degree in International Relations from University of Dhaka, Bangladesh.
  - selim@trinity.edu, 210-999-8491