

## **LAAA – Alumni Ambassador Job Description**

Several years ago, recent graduates of our Signature program commented on the lack of transition from being a class member to becoming a member of the LAAA. Graduates felt a disconnect as the program abruptly ended, and they really didn't understand the purpose and activities of the LAAA. The Alumni Ambassador program was developed to fix this problem. The goal of the Alumni Ambassador program is to provide a mentor for current class members during their program year, through the transition from program participant to alumni member, and through the first year as a member of the LAAA. Ultimately, this will improve the engagement of alumni as a group.

### **Ambassador Requirements**

- To be an Ambassador, you must be removed 1 year from your program year/completed 1 year as an alumni member, i.e., a class 29 Member could be an Ambassador for a Class 31 member.
- You must make a 2-year commitment, the first year during the class member's Signature Program year and the second year during the class member's first year in the alumni association

### **Ambassador Duties (Required)**

- Meet at the Holiday Party in December; this is an opportunity both for you to introduce your class member to other alumni members **and** for you to meet other members of the current class. If this is not possible, you should plan to meet individually with your class member near this time.
- One additional in-person touch per year, whether it be a breakfast, lunch or LAAA event

### **Other Ambassador Activities (Suggested)**

- Send your class member note(s) throughout the year
  - Talk about what program days were like
  - Ask about pre-class events
  - Send them words of encouragement
- Invite them to do something with your class, with the LAAA, or some other activity
- Meet after a program day.
- Leave a voicemail/call them up
- Encourage classmate to get involved and join the alumni association, especially beginning with the Annual Meeting in August