

EYPUK Alumni Association Executive Elections 2020

Position:	Alumni Development Officer
Outgoing member:	Joshua Conway (joshua.conway@eybuk.co.uk)
Trustees:	Natalie Tsang and Lucy Fowler (natalie.tsang@eybuk.co.uk & lucy.fowler@eybuk.co.uk)

The role of Alumni Development Officer is essentially to keep all alumni as active and involved in EYPUK and the wider EYP body as possible. Historically, this has involved ensuring that the annual Alumni Training Weekend occurs to a high standard. However, this could also be extended to more social events throughout the year. In addition to this, the Alumni Development Officer advertises sessions and events which alumni can attend throughout the year. Within this role, it is key that one is open, approachable, and easily contactable. Especially for those new alumni who want more information on how to stay involved and for individuals seeking to join EYPUK, the Alumni Development Officer should be the first point of contact and maintain a presence throughout the year. This person should remain one of the roles that alumni know best.

The key qualities and skills which are useful in this role are:

- Organisation
- Friendliness and approachability
- Time management
- Excellent communication with AA Exec and alumni
- Flexibility

The key roles which the Alumni Development Officer will undertake are:

- Organising the Alumni Training Weekend;
- Advertising sessions on the Facebook 'sessions' page and via email;
- Being the point of contact for the alumni;
- Compiling emails and contact details for alumni;
- Organising social events throughout the year.

The role of Alumni Development Officer is a fantastic role to have. Historically, much of the work has peaked around either side of the Christmas period depending on when the Alumni Training Weekend occurs. However, it is a role which requires dedication and commitment throughout the year, as well as close cooperation with the rest of the AA exec, so as to ensure that alumni are given opportunities to pursue their interests throughout their EYP journey. Support will be given to you by both the trustees throughout your term.