

Volunteer Development Committee

December 2017 Report to the AAMC Board of Governors

Mission:

To recruit and sustain a corps of alumnae volunteers who are engaged in productive, fulfilling roles that support the AAMC and Mills College. Working in close cooperation with our College partners and other AAMC committees, we serve as a central point within the AAMC for marketing volunteer opportunities and identifying, engaging, supporting, and stewarding our alumnae volunteers.

Members:

Co-chairs: Vicki Luibrand and Dawn Cunningham

Co-chairs aim to reach out to prospective members, including governors who have indicated an interest in participating, and convene an initial meeting of the committee before the February board meeting. Governors who have indicated an interest include Adrienne Foster and Alexa Pagonas.

Activities to date:

Co-chairs met with Nikole Hilgeman Adams in late October to discuss the committee's mission, roles, and relationship to the Mills College alumnae relations team. We reviewed existing volunteer opportunities at the College and identified prospective members for the committee.

Planned activities:

- Develop "job description" for committee members for use in recruiting them.
- Survey governors who are committee chairs to find out what roles volunteers are currently filling, what needs for volunteers still exist, and what skills new volunteers should bring to specific roles.
- Build lists of volunteer roles/needs and begin publicizing volunteer opportunities—starting with immediate need for volunteers to help with RAH kitchen renovation.
- Build lists of current and prospective volunteers in cooperation with the alumnae relations team (some data exists in Banner and iModules) and begin identifying their skills and interests.

Long-term goals:

- Make volunteer engagement more transparent: develop online and print communications to publicize volunteer opportunities, with clear information about how to sign up, the time commitment required, and responsibilities.
- Develop processes for contacting prospective volunteers to assess their interests and skills, tracking who is volunteering, and keeping volunteer enthusiasm high.
- Identify volunteer training needs.
- Develop recognition strategies, such as a volunteer honor roll, pin, recognition at the annual AAMC meeting, etc.