VOLUNTEER POSITION DESCRIPTION
GEOGRAPHIC TRUSTEE, UWAA BOARD OF TRUSTEES

UWAA Mission
Our mission is to support the University of Washington and higher education in the state of Washington.

Position Purpose
To provide strategic policy leadership to the University of Washington Alumni Association in support of its mission.

Responsibilities and expectations
- Be a strong advocate of the UWAA's programs and messages. Understand the value of what UWAA does and make an effort to be educated on the key issues and metrics of the Association.
- Attend at least two Board of Trustees meetings in Seattle annually* (up to four per year, 5 hours each, with preference to attend the Fall and Spring meetings) and be an active participant. Remote participation is not often possible. For meetings Trustee is not able to attend, staff will solicit his/her input in advance of the meeting and debrief with him/her afterward.
- Be a strong advocate for the University of Washington. Understand the University's key issues and be able to articulate why support for the University is critical and give educated and informed responses to people who need better understanding about those key issues.
- Work within UWAA policies and procedures and in partnership with UWAA and UW staff.
- Provide the UWAA executive director and staff with feedback on how they can improve and help to make your suggestions become reality.
- Be familiar with current information in Columns, Viewpoint and the UWAA website.
- Be a life member of the UWAA.
- Be active in recruiting new annual and life members for the Association.
- Be a resource for finding new sponsors and affinity partners for the Association.
- Strongly encouraged to consider a philanthropic contribution, directly or in-kind at tiered President’s Circle Levels. Please visit https://www.washington.edu/giving/presidents-club for more information.

Geographic Trustee Responsibilities
In addition to the above duties, Regional Trustees on the board will assist with the following:
- **Guide**: Act as the Board liaison for regional volunteer leaders, reporting back after meetings, acting as a resource, and representing the regional leadership perspective up to the Board.
- **Represent**: Act at the Board representative for alumni living outside of Seattle, representing the regional perspective and acting on behalf of these audiences and activities. Deliver a report on regional activities at Board of Trustees meetings.
- **Advise**: Review materials and messages to resonate with and represent regional alumni audiences.
- **Connect**: Suggest future regional board representatives to ensure a pipeline for regional leadership on the Board.
- **Participate**: Attend events, meet with alumni and volunteers, speak with the public one-on-one or in a larger forum...or just ask what is needed.
- **Support**: It is necessary for alumni leaders to communicate openly and honestly, and maintain an informed and constructive perspective on the value and impact of the UW. Become versed in the critical issues facing the UW and the UWAA and understand the case for support.

*Travel costs related to Geographic Trustee participation will be covered by the UWAA*
**Term of office and time commitment**
- Serve a two-year term, August 1, 2019 – July 31, 2021.
- Attend at least two UWAA Board of Trustees meetings in Seattle annually (with preference to attend the Fall and Spring meetings, 5 hours each) and prepare for them as necessary.
- Participate in UWAA ad hoc committees and/or projects as needed. Be flexible to allow for occasional evening or weekend commitments for meetings, events or programs (approx. 15-20 hours per year).

**And the reward...**
Volunteers will have the greatest reward of anyone. Our shared success is dependent on your leadership, vision, commitment, and personal support. As a result, the organization and community are permanently transformed and the world is a better place, thanks to you.

**For more information, please contact:**
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