

Smeal Alumni Society Board At-Large Director Description

Position Title

At-Large Director (Board shall consist of no more than 24 positions)

Basic Function

To serve the Smeal Alumni Society, whose mission is to provide opportunities for ***networking, volunteerism, and lifelong engagement*** to its ***diverse alumni community*** of more than 90,000 graduates.

How Chosen

Elected by the current At-Large Directors of the Smeal Alumni Society Board or appointed by the Dean.

Terms of Office

One, three-year term, with the option for reelection to a second, three-year term. The term of the At-Large Director begins on July 1, following the election immediately preceding the July term. Unless, however, an At-Large Director is elected to fill an unexpired term, then the individual's term begins immediately.

Qualifications

At-Large Directors are required to be graduates from the Smeal College of Business. The selection committee will consider service to Penn State, with an emphasis on quality of service to Smeal as a volunteer for at least two years.

Major Responsibilities

- Attend and actively participate board meetings (two meetings per year). Directors must attend at least one board meeting in person each year, and absence from three consecutive meetings terminates membership on the board (IMPORTANT NOTE: At-Large Directors are responsible for covering personal travel and lodging expenses to and from board meetings). The fall meeting is typically the Thursday prior to a home football weekend.
- Actively participate in a committee and attend committee conference calls held between board meetings (the expectation is that At-Large Directors eventually consider a leadership role within committee)
- Nominate and participate in board elections, and nominate alumni & students for the annual awards program
- When possible, participate in college-wide activities such as Impact Smeal, the Smeal Mentoring Program, Smeal Alumni Clubs, other volunteer initiatives, and help to promote and publicize the programs
- Assist Smeal with identifying, developing, and stewarding new volunteers
- Support the Smeal Honor Code
- Maintain membership in the Penn State Alumni Association
- Although supporting Smeal financially is not a requirement of membership, personal and/or company support is highly encouraged. In addition, At-Large Directors should establish a relationship with the Smeal development officer in their region, for potential alumni referrals.