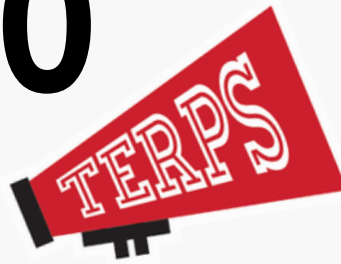
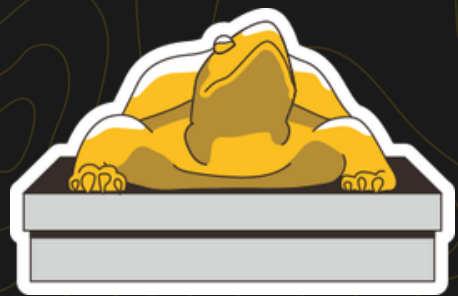




WELCOME TO THE BOARD



Checklist for Volunteer Leaders



OPPORTUNITIES AS A VOLUNTEER LEADER:



Plan meaningful events to engage alums



Enhance your leadership skills



Help grow a vibrant, connected Terp community



1. GETTING STARTED



- Sign Code of Conduct & Expectations
- Review Volunteer Leaders Handbook
- Become an Alumni Association Member
- Attend monthly Network Leaders call
- Request nametag from AA staff liaison

2. PLANNING EVENTS



- Review Funding Incentives & Pricing Guidelines
- Submit Affinity or Regional event details
- Request event swag from your liaison
- Learn how to check in attendees & use Wingman

3. MARKETING EVENTS



- Provide content for network Sunday emails
- Use Canva Pro account for event marketing
- Join the Network Leaders Google Space
- Follow university Brand Guidelines and ADA accessibility requirements

4. ENHANCING YOUR EVENTS



- Bring Terp spirit to life with a branded tablecloth, Maryland centerpieces, pom-poms and giveaways
- Complete check in at every event
- Wear your network nametag and Terp gear
- Take photos & videos of attendees for future promotions