

Chapter Leader Onboarding

Module 2: University Ambassadorship & Chapter Leader Responsibilities



UNIVERSITY OF
GEORGIA / **ALUMNI**



Intended Learning Outcome

Understand the responsibilities of serving as a University Ambassador and Chapter Volunteer

What is a UGA ambassador?

- **Being a UGA ambassador means being a positive representative UGA**
- **Great UGA ambassadors:**
 - **Make the institution better through their dedication and dependability**
 - **Continually demonstrate a positive and proactive attitude**
 - **Will be dependable in meeting deadlines, attending events, and contributing as an autonomous leader**



Being a UGA Ambassador

- **As a UGA ambassador, you must be able and willing to promote UGA news and achievements**
- To remain update to date on news:
 - **Subscribe to UGA and Alumni Association social media accounts**
 - **Browse [UGA News](#) and [Columns](#)**
 - **Read [Georgia Magazine](#)**
- Being an ambassador of the University of Georgia means more than simply sharing about athletics
- UGA ambassadors should work to **enhance the experience of current and future UGA students**

Chapter Leader Responsibilities

- Serving as a Chapter Leader makes you an ambassador for the University of Georgia
- As such, Chapter Leaders should:
 - **Demonstrate passion for UGA and its mission**
 - **Be willing to donate time and resources**
 - **Possess strong communication and interpersonal skills**
 - **Value diverse backgrounds and perspectives**
 - **Conduct oneself professionally and ethically**
 - **Demonstrate leadership ability and the capacity to motivate others**
 - **Maintain a consistent level of active engagement and commitment**
 - **Possess an in-depth understanding of university policies and procedures**
 - **Have a positive, enthusiastic, and proactive attitude**
 - **Support the institution philanthropically**

Memorandum of Understanding

- **Each year, Chapter Leaders must submit an MOU for approval by Alumni Chapters staff**
 - MOUs are submitted during the Chapter recognition process (discussed in Module 1)
- **The Memorandum of Understanding outlines the expectations of a Chapter Leader:**
 - **Carry out the UGA Alumni Association mission**
 - **Fulfill the expectations of a Varsity or Champion Chapter**
 - **Represent UGA and the Alumni Association in a professional and respectful manner**
 - **Appropriate and responsible use of access to both listserv communication and alumni data**
 - **Maintain the activity of the chapter's social media pages**
 - **Assist in the transition of the next chapter leadership**
 - **Commit to raise funds for the Alumni Association Scholarship and/or UGA Foundation**
 - **Make an annual gift to a UGA cause**

End of Module Quiz

- After reviewing *Module 2: University Ambassadorship & Chapter Leader Responsibilities*, complete the following quiz. Alumni Chapters staff will review your responses.
 - [Module 2 Quiz](#)