

## Become an International Alumni Group Lead!

Are you a passionate University of Sheffield graduate looking for an opportunity to connect, inspire, and make a real difference? As an International Alumni Network Group Lead you have the chance to shape the future of our global community and enhance your own professional and personal journey.

### About Sheffield's alumni groups

The University of Sheffield supports over 40 independent alumni associations worldwide. While every group has its own unique identity, they all share a common purpose:

- **Connecting Alumni:** Providing regional networking and social events for you and your fellow alumni, building lasting friendships and professional connections in your own region
- **Supporting New Graduates:** Offering a warm welcome and practical assistance to recent Sheffield graduates embarking on their careers in your area. You can be a guiding light for the next generation.
- **Championing the University:** Helping to showcase the University's world-class research, education, and global impact. You'll play a key role in strengthening lifelong connections between our alumni and the University.
- **Inspiring the next generation:** Assisting with exciting activities that directly benefit current and prospective students, helping them discover the incredible Sheffield experience.

### Leadership team membership

Each alumni group is driven by dedicated volunteers like you. Whether you choose to lead solo or build a leadership team with roles like President, Secretary, and Events Officer, the structure is flexible to suit your group's size and your availability.

### Why volunteer?

Becoming a group lead is a unique opportunity for you to gain leadership experience and make your mark as a member of the global alumni community. As an International Alumni Group Lead, you'll:

- **Share Your Expertise:** Put your skills and experience to impactful use.
- **Expand Your Network:** Build invaluable personal and professional connections, both locally and across our global Sheffield community.
- **Stay Connected:** Keep your finger on the pulse of the Sheffield community, no matter where you are in the world.
- **Boost Your Profile:** Enhance your CV with standout leadership experience.
- **Inspire the Future:** Play a direct role in supporting the next generation of Sheffield students and alumni as they embark on their own journeys.

### Your role as group lead

Becoming an alumni group lead is a truly rewarding volunteer role that you can take on from anywhere in the world. Here's a glimpse of the exciting activities you'll be involved in:

- **University Ambassador:** Help promote the University of Sheffield locally and regionally by supporting University-organised events, organising alumni gatherings, spreading exciting University news and serving as a key contact for other alumni.
- **Community Facilitator:** Serve as an administrator on your group's designated networking platform

(e.g., WhatsApp), regularly posting relevant news and content to spark conversation.

- **Engaging Moderator:** Welcome new members, answer questions, prompt conversations, and engage with the University's posts to keep the community vibrant. You'll also help us maintain a positive environment by reporting any inappropriate content.
- **Event Host:** Plan and facilitate memorable social events: You'll aim to organise at least two in-person events per year (don't worry, we'll provide all the guidance you need!). We just ask for two months' notice so we can help promote your events across our email and social media platforms.
- **Local Liaison (if applicable):** Serve as a friendly local contact for University-sponsored events in your country. You might even help us connect with local vendors like venues, photographers, and restaurants to make our events shine.
- **Event Support:** Volunteer at events where possible, assisting with set-up or registration. If an event is too far, you can help us identify other enthusiastic alumni in the area who might be willing to lend a hand.
- **Responsive Communicator:** Respond to communications (emails, WhatsApp messages, meeting requests) from the alumni team in a timely manner – we value your input!
- **Global Collaborator:** Attend our annual alumni group lead virtual assembly. This is your chance to meet other inspiring group leads, share ideas, and contribute to developing truly engaging alumni activities across the globe.

## How we'll support you

While this is an unpaid volunteer role, we're committed to ensuring your success and making this a truly fulfilling experience. You'll receive comprehensive support, including:

- **Personalised Briefing:** Your dedicated Campaigns & Alumni Relations contact will provide all the briefing and training you need to excel in your role.
- **Event Promotion:** We'll amplify your amazing alumni-organised events by promoting them via the University of Sheffield website, our extensive social media channels, and our mass email system.
- **Volunteer Recruitment:** We'll connect new volunteers to your group's leadership and assist with seeking new volunteers whenever necessary, helping your group flourish.
- **University Connections:** We'll connect your alumni group to relevant contacts within the University, ensuring you have access to the resources and expertise you need.

Leading an alumni group is an opportunity to become a core member of the University of Sheffield's global alumni network. You have the power to make a significant impact, grow your own network, and create unforgettable experiences for your fellow alumni. We can't wait to welcome you on board!