Reunion Gift Committee and Chair Job Description

Reunion Gift Committee Duties:

- Make a gift or pledge to the Bryn Mawr Fund early in the fiscal year, before soliciting classmates.
- Participate on Reunion Gift Committee conference calls.
- Help identify classmates who might be willing and able to join the Slade Society as leadership annual giving donors.
- Select and personally contact classmates to encourage participation in the reunion class gift and attendance at Reunion weekend.
- Report pledges and gifts to the Reunion Gift Chair and your Bryn Mawr Fund staff liaison.
- Review monthly gift reports. Thank assigned classmates who have made a gift.
- If possible, attend Reunion (June 1-3, 2018).
- Use personal, or class, social media accounts, as appropriate, to update classmates on progress towards goals, encourage attendance at Reunion and create excitement leading up to Reunion festivities.

Reunion Gift Chair (additional) Duties:

- Identify and recruit gift committee members.
- Work with your Bryn Mawr Fund staff liaison to develop class gift and participation goals and special giving initiatives that might be possible.
- Determine outreach strategy and timeline, in coordination with Class Presidents and Reunion Planning Committee, for soliciting assigned classmates.
- Ensure 100% giving participation from the Reunion Gift Committee.
- Draft and/or edit Reunion Gift Committee appeals provided by Bryn Mawr Fund Staff liaison.