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.
- Select and personally contact classmates to encourage participation in the reunion class gift.
- 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 (May 27-29).

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 the soliciting assigned classmates.
- Ensure 100% giving participation from the Reunion Gift Committee.
- Draft or edit Reunion Gift Committee appeals.