

Alumni Ambassador role description

Faculty of Business, Economics and Law

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1.0 Background

The Faculty of Business, Economics and Law (BEL) formally established the Alumni Ambassador program in 2013. There are currently nine location-based councils. Ambassadors are appointed to represent the interests of over 90,000 alumni across the world to build strong connections between alumni and to advance the mission of the Faculty and The University of Queensland (UQ).

2.0 Purpose of this role

The BEL Alumni Ambassador Councils provide advice across the BEL Faculty. Ambassadors serve as BEL's most senior alumni representatives. They counsel, directly or indirectly, the Executive Dean, Heads of the Schools and Associate Vice President (Advancement), and provide leadership in philanthropic support to BEL. As representatives of the University, ambassadors seek to advance UQ's reputation.

Ambassadors provide connections to potential supporters to the BEL Faculty or to UQ more broadly through their personal and professional associations. They educate others about the Faculty and University, and build on new and existing relationships to galvanise support.

Ambassadors work with the Faculty of Business, Economics and Law at a strategic level through the BEL advancement team and steer alumni engagement agendas, provide direct feedback to the University, and engage with industry and thought leaders for speaking engagements, award nominations and other opportunities.

Six key goals define success for the global Alumni Ambassador program:

- 2.1. Increase UQ's strategic engagement with alumni and industry.
- 2.2. Enhance the global reputation of UQ and its schools of Business, Economics and Law.
- 2.3. Engage with current students.
- 2.4. Directly support or advocate for BEL's philanthropic goals.
- 2.5. Increase active alumni participation.
- 2.6. Advance the mission of the Faculty and Schools.

3.0 Responsibilities

- 3.1. Serve as advocates and ambassadors of the BEL Faculty. This includes promoting the Faculty's mission and identifying others willing to support it.
- 3.2. Attend council meetings in person or through video-conferencing; attend and actively participate in at least three meetings of the Council each year.
- 3.3. Identify individuals who have the means and willingness to support BEL and refer them to BEL Advancement staff.
- 3.4. Actively work on designated projects as directed by the Chair to support key goals, such as and not limited to, event support.
- 3.5. Proactively connect and suggest ways of connecting our alumni and student communities.

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- 3.6. Participate in and/or host events and programs that help BEL to achieve its mission as far as reasonably possible; for example, attend alumni events held in your location, attend Global Connection networking events with young alumni, supervise or mentor students, and attend events hosted by the School/s from which you graduated.
- 3.7. Support the philanthropic goals of the Faculty, such as becoming a member of the Dean's Society for Business, Economics and Law.
- 3.8. Maintain confidentiality and ethical behaviour at all times.

Candidates should expect a time commitment of about two to three hours per month over the course of a year. While meeting attendance is an initial step, active participation is what is truly sought – not only in the context of periodic council meetings, but also throughout the year through participation on sub-committees for specific alumni and donor activities as agreed by the Chair and members.

4.0 Tenure

BEL Alumni Ambassadors serve two-year terms, and may serve up to three consecutive terms depending on the level and consistency of participation during the preceding terms.

Appointment as a BEL Alumni Ambassador is subject to approval of the Executive Dean of the Faculty of Business, Economics and Law.

5.0 Eligibility and selection

Alumni Ambassadors are appointed to an exclusive community of approximately 70 alumni from the Schools of Business, Economics and Law.

Eligible candidates must be an alumnus of the Faculty of Business, Economics and Law at UQ.

Eligible candidates are invited to [submit an expression of interest online](#) and will be invited for an interview when a vacancy arises. Expressions of interest are accepted year-round.

Further information

Contact Keiko Nishino, Senior Coordinator, Alumni Relations, Faculty of Business, Economics and Law, at k.nishino@uq.edu.au or +61 7 3346 7109.

bel.uq.edu.au/alumni/ambassadors