



Millersville University
SEIZE THE OPPORTUNITY

Dear Reunion Volunteer,

Welcome to your Reunion Planning Committee! A successful event can only happen with volunteers like you. We are grateful for the leadership, expertise, time and resources you and your fellow volunteers contribute. In return, we ensure your volunteer time will be directed wisely and effectively so you enjoy your involvement as a Reunion Volunteer.

By volunteering you help us achieve our primary Reunion goal – that 100% of Reunion alumni are personally contacted and invited by a classmate.

Reunions are successful when alumni:

- Celebrate their Alma Mater and the friendships created by their Millersville University experience
- Share their campus and memories with friends and family
- Inspire each other to make generous financial contributions which support Millersville University
- Connect with Millersville University in such a way that they are enthusiastic about promoting the University to a wider audience

This is achievable only through the commitment of engaged volunteers like you.

Please take a moment to review this Reunion Volunteer Planning Guide; we hope it will give you a better understanding of your role and will serve as a valuable resource.

I look forward to working with you.

With best wishes,

Lorie

Lorie Mahoney
Assistant Director
Reunion Planning & Giving

Role of a Reunion Committee

You've likely heard the saying "none of us is as smart of all of us." A strong Reunion committee benefits from the synergy that occurs when the members join together in achieving common goals.

All Volunteers are asked to:

- Commit to volunteering for the entire Reunion cycle
- Make a gift to the Millersville University Fund
- Plan to attend your Reunion
- Attend meetings

As a class leader, the Reunion Chair will:

- Recruit and organize the Reunion Committee, toughing base with all members regularly
- Keep Reunion committee focused and organized
- Serve as a liaison between Millersville University staff and the Reunion Committee
- Oversee completion of committee responsibilities

As a committee you will:

- Identify leadership prospects among the classmates, set fundraising goals and strategy to reach dollar and participation goals
- Make a gift to the class reunion endowment
- Author and edit class solicitations
- Set attendance goal
- Implement ideas to engage the class leading up to the Reunion
- Consider ways to make the Reunion special to the class

