

## **Mullen High School Class Captains**

Established each graduating year to help the Office of Development and Alumni Relations drive participation at gatherings, reunions, volunteer, and network and encourage strong relationships amongst alumni.

The Class Captain Program is comprised of a loyal group of alumni who represent their individual class years.

Class Captains are valuable volunteers. The job is invaluable, but very simple: a minimal time commitment and the interest to keep in touch with your classmates and friends. Being a Class Captain is a great way to remain involved after graduation and you can be as active as your schedule will allow.

### **Class Captain Responsibilities:**

- Helping with an Alumni Campaign letter/email to his/her classmates (the letter/email is produced in the Office of Development and Alumni Relations and the Class Captain allows use of his/her name and signature).
- Assisting in identifying organizers among his/her classmates for reunions and other alumni engagement events.
- Sharing information with classmates about alumni programming.
- Assisting Office of Development and Alumni Relations in obtaining current contact information for classmates.
- Help with events such as the Brother Bernard Golf tournament and Mardi Gras Gala.
- Communicate on a regular basis with classmates: via letter, email or social media.
- Collect news for the Class Notes for Mullen publications. This includes marriages, births, class members' accomplishments and awards. This is a great way to stay connected!
- Keep classmates up-to-date on events and news about their class.
- Encourage and increase participation in alumni activities (regional events, reunions, Mardi Gras and the golf outing. A personal invitation from a classmate goes a long way!
- Brainstorm additional ways to keep your class connected (i.e. create a Facebook page and/or LinkedIn Group). Many class captains are our best source of contact updates.
- Serve as a member of the reunion planning committee in your special reunion years.
- Promote class participation in the Annual Fund and Special Class Gifts.

-Document created by Kathryn McDowell, '04.