POSITION TITLE       YAC Pillar Coordinator

PURPOSE OF POSITION Young Alum Committee members aim to cultivate, increase and strengthen the engagement of young alumni (0-10 years out from graduation) with the College of Saint Benedict & Saint John’s University and each other as demonstrated by involvement, volunteerism and philanthropy.

RESPONSIBILITIES
- Serve as an ambassador to the young alum community in person, virtually or over the phone; inform others about CSB/SJU events, services and programs and encourage attendance and involvement.
- Attend YAC meetings and events (see time commitment)
- Plan and execute 2 young alum events in the course of the year; complete planning meeting(s) with partner, co-chairs and staff liaison as well as one debrief meeting with teammate, staff and co-chairs. Support events of fellow pillars through attendance, engagement and involvement.
- Provide financial support to your respective alma mater to the extent that you are able to do so.

QUALIFICATIONS
- Must be an undergraduate alum of College of Saint Benedict or Saint John’s University. Once a member has celebrated her/his 10th Reunion, she/he will no longer be eligible to serve on the Young Alum Committee.
- Passion and commitment to support the mission, vision and goals of College of Saint Benedict and Saint John’s University and their alums.
- Event/project planning, community organizing and public relations skills are helpful.
- Willingness to connect alums and other groups to resources, opportunities, and people in a mutually beneficial relationship.
- Must have availability to attend to participate and support the time commitments of the Young Alum Committee.

TIME COMMITMENT
- All pillar coordinators commit to serving one two-year term on the Young Alum Committee with the opportunity to apply for and serve an additional two years as a co-chair.
- Young Alum Committee Quarterly Meetings: estimated 2 hours per meeting, four meetings per year.
- Pillar projects: 6-20 hours per project (dependent on project/event), including planning, attending event and debriefing.
- YAC events: average of 3 hours per event. YAC encouraged to support fellow pillars and alums by attending as many events as possible.
- Attend the new member social in June: approximately 3 hours.
- Participate in the Orientation & Planning Retreat in July: approximately 4 hours.
- Special events: average of 4 hours per event (Homecoming, Reunion, First-Year Pinning Ceremony, Senior Dinner, Career networking events, Accepted & Admitted Students Receptions, Student Send-Offs, etc.). All volunteers are encouraged to participate in at least one special event per year.

VOLUNTEER AGREEMENT
I, ____________________________, understand that by signing this document, I agree to, in good faith, fulfill the responsibilities and time commitment set forth in this volunteer position description. I support the mission, vision and goals of CSB, SJU and the YAC, and I will be an ambassador for young alums and my alma mater. I agree to serve a two year term as a pillar co-coordinator from __________________ to __________________. If extenuating circumstances arise that prevent me from completing my term, I will notify the YAC co-chairs and CSB/SJU staff liaisons in writing as soon as possible.

Volunteer signature  Date

Co-Chair signature  Date  Co-Chair signature  Date

Staff signature  Date  Staff signature  Date
<table>
<thead>
<tr>
<th>PRIMARY STAFF CONTACTS</th>
<th>Kristin Sawyer Lyman '00</th>
<th>James Kimeu '10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Assistant Dir. of Alumnae Relations</td>
<td>Annual Giving Associate</td>
</tr>
<tr>
<td></td>
<td>College of Saint Benedict</td>
<td>Saint John’s University</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:klyman@csbsju.edu">klyman@csbsju.edu</a></td>
<td><a href="mailto:jkimeu@csbsju.edu">jkimeu@csbsju.edu</a></td>
</tr>
<tr>
<td></td>
<td>320-363-5233 (o)</td>
<td>320-363-2493 (o)</td>
</tr>
<tr>
<td></td>
<td>651-470-6506 (c)</td>
<td>612-747-1165 (c)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CO-CHAIR CONTACTS</th>
<th>Jess Bauer '08</th>
<th>Patrick Sinner '10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><a href="mailto:jessicalaurenbauer@gmail.com">jessicalaurenbauer@gmail.com</a></td>
<td><a href="mailto:pjsinner@gmail.com">pjsinner@gmail.com</a></td>
</tr>
<tr>
<td></td>
<td>763-227-7710 (c)</td>
<td>701-261-9546 (c)</td>
</tr>
</tbody>
</table>