What Is the Role of a Lead Reunion Class Agent?

Thank you for your interest in serving as a lead Reunion class agent. Now, what does that mean and what comes next? Lead Reunion class agents ensure the success of our Reunion volunteers by

- **Motivating** and encouraging fellow volunteers.
- **Sharing** news and updates about Reunion plans.
- **Encouraging** volunteer giving.
- **Making** sure that volunteers are connected, informed, and supported.

Thank you for stepping up to lead your class!

**ROLE AND RESPONSIBILITIES**

**Build and maintain a strong and active roster of Reunion volunteers.**

- **Work with Middlebury staff** to “manage” Reunion volunteers:
  - **Reach out** to volunteers who have been quiet or inactive.
  - **Recruit** and help bring new volunteers on board.
  - **Communicate** plans with volunteers.
  - **Seek feedback** and updated contact info.

- **Help amplify** Midd messages by forwarding them to class volunteers with your own personal message and/or generating your own message to them.
- **Share** regular updates, Midd news, and next steps through calls, emails, texts, etc.
- **Serve** as a role model:
  - **Log in** and participate in an Update from Middlebury: In Conversation with the College’s Senior Leadership on Tuesday September 28, 2021 at Noon Eastern.
  - **Participate** in Reunion committee Zooms.
  - **Choose** your own assignments and encourage fellow fundraisers to do so as well. [go.middlebury.edu/mvp](go.middlebury.edu/mvp)
  - **Actively participate** in Middlebury’s major fundraising campaigns.
  - **Make your own gift** to Middlebury by December 31.
Ensure 100 percent Reunion volunteer giving.

- **Divide** the committee list among lead Reunion volunteers and take responsibility to solicit a portion of the list. Serve as a spokesperson for your class fundraising.

- **Help write** and edit Reunion class agent letters.

- **Participate** actively and visibly in Reunion fundraising, sharing the Middlebury message through as many channels as possible.

- **Say “thank you”** to your classmates when they give.

- **Keep** donor information confidential.

**CONTACT US**

Annual Giving  
supportmiddlebury@middlebury.edu  
888-367-6433

**RESOURCES**

Middlebury Volunteer Portal (MVP)  
go.middlebury.edu/mvp

Reunion Volunteer Resources  
go.middlebury.edu/reunionvols