

# NIUNEXUS

## ALUMNI VOLUNTEER COMMUNITY

### Northern Illinois University Alumni Association Regional Network Guide

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Thank you for your interest in volunteering in your region! Alumni like you epitomize what it means to be a Huskie.

This guide was created by the NIU Alumni Association (NIUAA) as a way to support alumni interested in volunteering within their region and outlines how to execute successful events in their communities.

These volunteer opportunities were designed to align with volunteers' interests and require varying levels of commitment so that groups of volunteers can work together, or individuals can participate on their own time.

Group volunteer opportunities require strong volunteer leadership to coordinate, while individual opportunities require individuals to simply register and participate. Both provide options for alumni to network, support current students, and/or give back to the communities in which they live.

To learn about additional volunteer opportunities that pop up in your region, [join NIU Nexus](#), our alumni volunteer community! Create a profile online and we will sign you up for our monthly volunteer newsletter and share volunteer opportunities related to your interests as they arise.

Questions? Contact Liz McKee, Director of Alumni Volunteer Engagement at [Lmckee1@niu.edu](mailto:Lmckee1@niu.edu) or (815) 753 -7400.

## Group Volunteer Opportunities

These opportunities require time and attention from volunteers who commit to taking the lead in coordination. However, our lead volunteers will have the following support from the NIU Alumni Association for these initiatives.

*NIU Alumni Association Support Provided:*

- Training to execute each activity
- Targeted e-mails to alumni in the region
- A central event page on the NIUAA website which includes registration and information for the given event
- Social media images for alumni to use through their own social media networks

*Please note that we will do our best to support advertising, but that these efforts will not guarantee a high attendance rate. Alumni participation is affected by a variety of factors including number of alumni in the area, past engagement of alumni in the area, and whether the event is a conflict with personal schedules. Regional engagement takes time to build, so we encourage you to prepare to start small and build from there.*

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### **1. NIU National Football Watch Party (November 13, 2019)\***

Pump up Huskie pride and host a game watch party at a restaurant or bar in your area during our NIU National Football Watch Party day. Lead volunteers work with NIUAA staff to secure a venue for the watch party and are the main point of contact. In some cases, we already have a venue committed to showing the game and we simply need a volunteer host. On the day of the event, volunteers welcome and check in volunteers, orchestrate fun contests, and enjoy the game! Following the event, alumni return attendance sheets and participate in an experience survey.

Volunteer Requirements:

- Alumni Host Registration Deadline: August 15, 2019
- Online Training with NIUAA: September 4, 2019
- NIU National Football Watch Party Date: November 13, 2019
- Post-event Assessment Participation: Online

To register as a host, e-mail Liz McKee at [Lmckee1@niu.edu](mailto:Lmckee1@niu.edu).

### **2. NIU Cares Day (April 18, 2020)\***

NIU Cares Day is a campus-wide day of service that brings NIU students, faculty, staff, friends of NIU and alumni together to thank the community for their support of the institution and its mission. To participate in this opportunity, volunteers in different geographic regions take the lead by identifying and coordinating a service project in their own community. This is an excellent way to show your Huskie pride while giving back to your community.

**Requirements:**

- Team Leader Registration Deadline: February, 18, 2020
- Online Training with NIUAA: March 2, 2020
- National NIU Cares Day Advertising Begins: January 2020
- Service Project Site Visit and Evaluation Form Completed: April 1, 2020
- Team Member Registration Deadline: April 1, 2020
- Service Project Date: April 18, 2020; preferably between 9am – 12pm CST
- Post-event Assessment Participation: Online

### 3. Social Media Presence

Be sure to harness the power of your efforts and create or join the online community for alumni in your region! These group pages are a great way to share NIU pride points, connect with other alumni, and discuss upcoming events.

#### Requirements:

- Be a geographically distant from current regional network pages
- Have any intended Administrators become an [NIUniverse Social Media Ambassador](#)
- Gain approval to create a new regional network page
- Include NIUAA disclaimer, provided by NIUAA staff on group page
- Add NIUAA staff as administrators
- Represent NIU and its subsidiaries in a manner that aligns with its mission
- Post regularly on your social media platform

#### *Regional Network Social Media Page Request Process:*

1. Email NIUAA Director of Communications, Matt Brendich ([mbrendich@niu.edu](mailto:mbrendich@niu.edu)) and Liz McKee ([lmckee1@niu.edu](mailto:lmckee1@niu.edu)) with your request to start a regional network social media page. Be sure to include the names and e-mails of any who will be account administrators.
2. After approval, create the desired social media group, then e-mail Matt Brendich and Cody Carter, Web Specialist ([ccarter1@niu.edu](mailto:ccarter1@niu.edu)) with a link to the page. The NIUAA logo, optional social media images, and verbiage required for your page to be recognized by NIU will be shared with you at this time.
3. Add NIUAA staff members, Matt Brendich and Cody Carter as administrators to your webpage.
  - a. NIUAA staff will not post content without prior permission of the alumni administrators
4. After NIUAA staff are added, your social media site will be added to the NIUAA regional networks page.

## Individual Engagement Opportunities

The following are individual engagement opportunities for alumni to connect with NIU. Volunteers can always encourage alumni in their geographic network to participate, but no additional support is needed from alumni volunteers or the NIU Alumni Association in coordinating these opportunities. NIUAA staff is always available to answer questions from alumni volunteers.

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### 1. NIUniverse Social Media Ambassador Program

Join the NIUniverse to share your Huskie pride through your social networks! NIU social media ambassadors have first-look access to exciting content, can share and recommend stories on behalf of the NIU Alumni Association and can win Huskie swag by participating in contests and challenges. All you have to do is join, take a few moments each week to share our stories with your networks and participate in our contests! The more you participate, the better your chances at winning awesome NIU swag.

Volunteer Requirements:

- Sign up here: <https://myniu.socialtoaster.com/>
- Spread the love and share your Huskie pride online

### 2. Refer a Huskie

You already show your friends and family the value of an NIU degree as a successful graduate. Refer a potential Huskie to NIU [by completing this form](#) and help them waive their application fee.

Volunteer Requirements:

- Complete online form at any time

### 3. NIU Scholarship Review

NIU awards scholarships to many deserving students each year. Often, hundreds of students will apply for one scholarship, or a suite of scholarships provided by a single office. Reviewing these applications is vital to the integrity of the award process and could use the support of our alumni to spread out the reviewing responsibility. E-mail Liz McKee at [Lmckee1@niu.edu](mailto:Lmckee1@niu.edu) if you are interested in learning more.

Volunteer Requirements:

- Complete Scholarship Application Reviewer Form: December 15, 2019
- Participate in Online Training: January 7, 2020 @ 12pm (CST)
- Review Scholarships: Feb. 1 – 28
- Post-event Assessment Participation: Online

## Commonly Asked Questions

### 1) How do I refresh my swag stash?

Unfortunately, our current budget does not allow us to purchase swag for volunteers, although we are sometimes able to send small tokens of our appreciation from time to time. The best, and most reliable way to purchase NIU pride wear is through one of the options below:

- [Huskie Books and Gear](#)
- [Village Commons Bookstore](#)
- Amazon

### 2) What happens if I'm not the only person interested in engaging in my area?

We will connect you! From there, you can decide to co-host, or where it makes sense, host two opportunities. The more watch parties and service projects, the better. However, we will first want to analyze whether the duplicity would have a negative or positive impact on each effort.

### 3) How do you determine where to have NIUAA hosted events?

Great question! In an effort to be strategic and responsible stewards of our resources, we analyzed where our alumni live, cost of travel, and current engagement to create a five-year plan for regional engagement. Unfortunately, this means that we will not be able to visit every region with events. However, this is what makes the efforts you make in your region so valuable.

Other questions? E-mail or call Liz McKee at [Lmckee1@niu.edu](mailto:Lmckee1@niu.edu) or (815) 753 – 7400.