

Job Description

MIT Alumni Association Selection Committee Member

DESCRIPTION OF COMMITTEE RESPONSIBILITY

The Alumni Association Selection Committee (AASC) selects the Members of the Alumni Association's Board of Directors: President, President-select and Term Directors. Article V, Section 2 (e)(i)(2) of the Association Bylaws provides "*The AASC shall select the Term Directors and the President, in its sole discretion.*"

COMMITTEE MEMBERSHIP

Article V, Section 2 (e)(i)(2) of the Association Bylaws provides "*The AASC shall have at least six (6) elected members, all of whom are (m)embers of the Association but none of whom are then Term Directors, plus a chairperson. The AASC chairperson shall be appointed by the President, shall be a past-president of the Association and shall not vote on AASC business unless there is a tie.*" Approximately one-third of the members will rotate off the committee each year.

CHARACTERISTICS OF MEMBERS

AASC members should have demonstrated energetic dedication to MIT and its alumni/ae coupled with the desire to provide leadership on the multiple fronts of Association activity. Members should have a record of service in Association activities that is broad enough so that they are familiar with the range of programs and strategic issues in the Association. It is also desirable that the committee be representative of the body of alumni/ae volunteers in age, gender, degree type, school, ethnicity, geographic distribution, and range of MIT involvement.

SELECTION

The AASC is elected at-large in an annual ballot in which all alumni/ae are eligible to vote for any candidate. Article V, Section 2 (e)(i)(2) of the Association Bylaws provides "*The election shall be conducted using the preferential voting method*" generally with a ratio of three candidates to each open seat. Alumni/ae to stand for election are nominated alumni/ae leaders in clubs, classes, affinity groups, members of the Board of Directors, and other committees. In addition, candidates for election should be representative of the overall demographics of the alumni/ae population along several important dimensions including age, gender, degree type, school, ethnicity, geographic distribution, and range of involvement with MIT.

TERM OF OFFICE

Three (3) year term; One (1) meeting annually in the fall. Article V, Section 2 (e)(i)(2) of the Association Bylaws provides "*Elected members of the AASC shall not be eligible to serve on the Board of Directors of the Association for three (3) years from the end of their term on the AASC.*"

RESPONSIBILITIES

- Become knowledgeable about Association programs, functions, and strategic issues.
- Review selection criteria for each office.
- Review and evaluate qualifications of all nominees.
- Vote from an Association-wide perspective.
- Attend one AASC meeting each year in-person or virtually, as determined by the committee chair.
- Participate in the recruitment of the directors and president-select, as assigned.

STAFF SUPPORT

The Assistant Director of Volunteer Services provides primary support to the AASC under the direction of the Director of Alumni Volunteer Experience and the CEO of the Alumni Association.

VOTING PROCESS

Voting for AASC members typically takes place February of each year. Alumni/ae voters are asked to rank the candidates in order of preference.