

Corporation Development Committee Term Member Role

Mission

Founded in 1951, the Corporation Development Committee (CDC), a standing committee of the MIT Corporation, is charged with raising critical financial resources to uphold the Institute's academic rigor, promote student life, and advance global initiatives.

In partnership with Resource Development, CDC members are committed to and seek to engage others in philanthropically supporting the Institute's scholarship and research mission to address the challenges of the 21st century. The Chair of the Corporation, the President, and the Executive Vice President and Treasurer serve as ex officio members.

Length of Term

In accordance with the Bylaws of the MIT Corporation, CDC members are elected annually for a one-year term, but generally serve multiple terms. CDC members can anticipate being asked to serve at least four terms. Annual terms begin on July 1 and end on June 30.

Duties and Responsibilities

- Achieve a measurable fundraising and engagement impact during their term, including recent personal philanthropic commitments to the Institute at the leadership gift level (\$100,000 minimum, which can be fulfilled through a multiyear pledge).
- Inspire others by sharing their MIT story and why they support MIT through their volunteerism and philanthropy.
- Serve as an active ambassador of MIT, conducting outreach to fellow alumni and donors to foster connections, share information on Institute priorities and major initiatives, and to advance support at the leadership gift level.
- Increase Resource Development connections to new prospects by evaluating lists of alumni, parents, and friends based on personal knowledge. Provide insights into regional connections and advice on trends and industries within the region and beyond.
- Develop relationships with a short list of qualified prospective donors and engage them with the Institute in partnership with Resource Development.
- Encourage prospective and current donors to attend in-person events, virtual meetings, and webinars.
- Strategize with MIT staff on personalized ways to thank donors and participate in thanking donors.
- Identify potential candidates for CDC membership and assist in recruitment efforts.

Volunteer Expectations

MIT's Office of Resource Development relies on our committed volunteers to provide a model of leadership to fellow alumni, parents, and friends, and to work in partnership with staff to achieve the goals of the Institute. To that end, all CDC members are expected to:

- Demonstrate a commitment to MIT's mission and to advancing a caring and respectful community that embraces diversity and inclusion.
- Maintain professional, civil, and ethical conduct in all work with other volunteers, students, parents, and all members of the MIT community involved in events and programs related to their volunteer role.
- Adhere to MIT's policies and procedures, including confidentiality of information.
- Stay informed and up to date on Institute happenings and share that message with fellow alumni, parents, and friends, serving as ambassadors for MIT.
- Maintain accurate contact information in the MIT Alumni Association Directory or ensure Resource Development has current contact information.
- Maintain an open and responsive line of communication and provide support and feedback to staff, as requested, about volunteer activities.
- Abide by MIT's policies and procedures including [MIT's Relations and Responsibilities Within the MIT Community \(9.0\)](#) and [MIT's Policy on Harassment \(9.5\)](#).

Support and Partnership

All activity is executed in full collaboration with Resource Development staff, who will provide guidance, expertise, and support towards CDC efforts. Each member is paired with a Resource Development staff partner. Additionally, the director of the CDC will serve as an axis of member support: conducting outreach, sharing communications, and assisting in implementing overall strategy, including organizing in-person events, virtual meetings, and webinars.

Estimated Time Commitment

Members are expected to attend the CDC Annual Meeting, CDC all-member virtual meetings, CDC regional meeting, and Resource Development events. Members will meet with their Resource Development staff partner at least twice a year during their annual term.

Philanthropic Contribution

Once elected to the CDC, members are expected to make MIT one of their top philanthropic priorities at the leadership giving level (\$100,000 minimum, which can be fulfilled through a multiyear pledge). Additionally, they are expected to make an annual contribution (minimum gift of \$2,500) for the Institute's unrestricted or core purposes.