

Friends' Alumni Community - Terms of Reference

The Friends' Alumni Community Committee serves four main purposes in eight key areas of responsibility for the Friends' Alumni Community.

Main Purposes

1. Foster and promote the Friends' Alumni Community.
2. Maintain life-long connections with community members and the School.
3. Share Friends' stories.
4. Be advocates for the School and its Purpose and Concerns.

Key Areas of Responsibility

1. Contribute updates about community activities for the School's publications and communication platforms.
2. Develop and support an online community.
3. Support Friends' Alumni Community events and activities.
4. Provide outreach and support to the Friends' Alumni Community.
5. Support occasional School fundraising activities.
6. Participate in providing Student Awards and the Award process.
7. Participate in student, family and staff leavers events and activities.
8. Participate in an annual strategic planning workshop with the Parents & Friends group and the School.

Minutes will be taken and a summary published through School communication channels. The Friends' Alumni Community operates as a Committee that provides Minutes back to the Principal's Committee.

The composition of the group seeks to incorporate:

- Interstate representation;
- Cohort representation (approximately 5 yearly);

Providing the following functions:

- Administration
- Communications
- Community support and outreach
- Events and Awards
- Membership & data, lists
- Technology

Convener/Chair - this role to be fulfilled by and rotated through the above roles

Ex officio members - Director, Community Engagement; Development Manager

School staff by invitation - eg Principal, Deputy Principal, Leadership

Enquiries: [Lucy Loney \(Ogilvie\) \(1988\), Acting Convener](#)