



Black Alumni Community

Members: The council is composed of elected leaders consisting of the following:

- Chair
- Chair-Elect
- Knights Give Back Lead
- Homecoming Tailgate Lead
- Mentorship Lead
- Recruitment Lead
- Social Media Lead
- UCF Knights Network Lead
- Member-at-Large

Chair: The Chair shall be the main representative of the council and shall oversee all programming and events. He/she will preside over all meetings of the council and will display a thorough working knowledge of the policies and procedures. The Chair will ensure all committee members are trained and fully understand their roles and complete their council giving requirement. In addition, the Chair will be responsible for incorporating philanthropy throughout all events and enacting a leadership succession plan in conjunction with the Chair-Elect and the Recruitment Lead to establish a pipeline of future council leaders.

Chair-Elect: The Chair-Elect will assist the chair in the execution of his/her duties and act on the Chair's behalf when necessary. He/she will actively participate and support the planning and execution of major events while also assuming the responsibilities of creating a leadership succession plan in conjunction with the Recruitment Lead. He/she will prepare a slate of officers for council approval and oversee the position transition of newly elected members or unexpected vacancies on an annual basis. The Chair-Elect will assume the chair position at the end of the current chair's term or in the event that the current Chair is unable to fulfill his/ her term.

Knights Give Back Lead: The Knights Give Back (KGB) Lead will head the KGB committee and will be responsible for coordinating a community service event in the fall. This community service event will be held in conjunction with the Knights Give Back event that is hosted by OSI on UCF Main Campus. The date for this event will be announced well in advance. The KGB Lead will be responsible for finding a local organization to partner with in a singular event fashion.

Homecoming Tailgate Lead: The Homecoming Tailgate Lead will head the Homecoming Tailgate committee and will work with the committee and the UCF Alumni staff liaison to coordinate event logistics for the pregame event at the UCF *FAIRWINDS* Alumni Center on game day. He/she will be responsible for programmatic components of the event and will work with council members to execute the event day logistics. The Homecoming Lead will also work with the Chair to develop a budget for the event that may include but is not limited to allocating funds for giveaway items, food, etc.

Mentorship Lead: The Mentorship Lead will head the Mentorship committee and will be responsible for developing program curriculum that engages participants in a meaningful way. He/she will administer the mentorship program within the UCF Knights Network, monitor milestone completion and evaluate program success. The Mentorship Lead will work to raise awareness of the program throughout the year to increase program participants.

Recruitment Lead: The Recruitment Lead will head the Recruitment committee and will be responsible for establishing a pipeline of future council leaders. He/she will be responsible for building a plan to recruit new volunteers, reviewing volunteer applications and making recommendations for an officer slate to the Chair and Chair-elect on an annual basis. This lead will work to raise awareness for the Black Alumni Community and its volunteer opportunities throughout the year.

Social Media Lead: The Social Media Lead will head the Social Media committee and will be responsible for maintaining content on the Community's social media site(s). He/she will ensure that the Community's social media presence serves as an extension of the official UCF Alumni Social Media accounts and shares official and accurate information about alumni events and initiatives. This lead will work to build awareness for the Black Alumni Community and increase social media followers throughout the year.

UCF Knights Network Lead: The UCF Knights Network Lead will head the UCF Knights Network committee and will be responsible for posting content on the platform feed and within the group on a regular basis to raise awareness for the Black Alumni Community and its events, mentorship program and volunteer opportunities throughout the year. This lead will work to increase the number of new, registered users and stimulate repeat engagement in the UCF Knights Network platform.

Member-at-Large: Required to serve on at least two different committees and may participate in a minimum of two tabling opportunities to raise awareness for the Black Alumni Community and UCF Alumni events/initiatives. Members-at-large commit to making themselves available, when need be, to aid with attendance, planning, and other tasks.