

Alumni Volunteer Award

Terms of Reference (revised October 2010)

To be presented on an annual basis to an alumnus/a who has demonstrated outstanding volunteer involvement with Albert College. It is the highest award offered by the Albert College Alumni Association in recognition of service to the organization.

A. **Eligibility:** Alumni of Albert College except alumni staff of Albert College are eligible for the award. Alumnus/a is defined as anyone who has attended Albert College for one year.

B. **Nominations:** Individuals are nominated using a one-page nomination form that must be signed by at least two alumni. Nominations must be submitted by March 31st each year.

Please note: It is incumbent on nominators to ensure that nominations are submitted using as much detail as possible and with specific reference to the **Criteria** below. Nominators are encouraged to contact the AC development office for historical information on their candidate(s). This will ensure that submissions are as complete as possible.

C. **Selection:** The selection of recipients will be made by a committee consisting of The Assistant Head-Advancement (or their designate), President of the Alumni Association and three members of the Alumni Association appointed annually at the Annual General Meeting. The committee will select the winner in time to be awarded at Convocation. If a committee member is nominated and wishes to be considered, then they will withdraw from the selection committee for that year and a replacement will be sought. If only one nomination is received the candidate will be voted on by the Alumni Association Executive prior to acclamation.

D. **Number of Awards:** There will be one award presented annually.

E. **Criteria: This award is for recognition of alumni who have demonstrated outstanding volunteer involvement with Albert College in the following categories:**

1. Fundraising on a significant scale: (a) outstanding effort (b) organization (c) results
2. Introduction of a program(s) which bring positive results and/or prominence to the college as a premier learning institution
3. Leadership – Strong leadership role in the association and/or in a major alumni initiative
4. Active alumni volunteer involvement resulting in tangible benefits to the college (can include Board membership and activities)
5. Long term commitment to the mission of Albert College and support and involvement with alumni activities