

Saturday, October 16



Thank you for your interest in volunteering

We need assistance from volunteers like you to help **spread the word** and encourage participation in Reunion and Homecoming 2021.

After a year hiatus from in-person gatherings, we are planning a safe and celebratory event. We're excited to celebrate your milestone classes ending in 0, 1, 5, and 6 with **exciting double Reunion** dinners, capping off a weekend of Homecoming activities.

Reunion Class Gifts are a special component of the Wheeler Fund. By promoting participation in the Reunion Class Gift, you can help provide unrestricted funds to support Wheeler's highest priorities, including student financial aid, innovative curriculum, faculty resources, Aerie, athletics, and arts programs.

Class Captain Details

What is the role of a Class Captain?

- To reach out to your classmates (as a group) several times during the run-up to reunion to promote attendance and participation in the <u>Class Reunion Gift</u>.
- To have fun! You can be creative and make this your own.

Why do it?

- To help Wheeler pull off a once-in-a-lifetime "double reunion" with maximum spirit and participation!
- To give back to Wheeler by helping to raise the Reunion Class Gift
- To be part of a team of fellow Wheeler enthusiasts.

What is the time commitment?

 Short and sweet! 4-6 emails plus select text and/or social media communications sent over the six weeks between now and October 15.

What support will I have?

- Access to your Class List & participation tracker
- Sample email templates
- Prompts from the Alumni Office with content and suggestions to help boost outreach

Class Captain Checklist:

- Register for <u>Reunion & Homecoming events</u> and make your <u>Reunion gift</u>
- If you use FB, RSVP to Reunion & Homecoming & share it with your Wheeler network
- Access your Class List & recruit any additional assistance
- Familiarize yourself with the Reunion Giving Page
- Send an email introduction to your classmates (<u>samples</u>)
- 9/16 forward the 'Last Day of Early Bird Pricing' email (applicable to 5 year 45 year Reunion classes)
- 9/29 share class participation standings (<u>samples</u>)
- 10/6 share class participation standings & who's coming list (<u>samples</u>)
- 10/16 enjoy the fruits of your labor at your Reunion Dinner
- 10/31 will end the Reunion gift timeline and we'll share the class participation numbers in early November

Class Captain Tips

When talking to your classmates, remember: Reunion is a rallying point around which all alumnae/i join to raise a generous gift that contributes to the Wheeler Fund.

TIPS FROM SEASONED VOLUNTEERS ON ENGAGING AND EXCITING CLASSMATES

- For best results, personal outreach is most effective. Be up front about why you're contacting them and tell them why you give. Make your emails personal and fun -- humor is always welcome!
- Motivate people with a spirit of competition. Can your class surpass the adjacent class in participation and attendance?
- Provide updates on progress since your last message. Help people see that "everyone" is joining in!
- Use your social media outlets to plug giving and attendance. It's easy to build real-time momentum on how your class is performing. Check our website for updated information or email our office for up to date information.
- Suggest matching gifts and monthly giving as a way to increase and sustain support and refer to them to the <u>giving website</u> for more information.

Reach Out Anytime!

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THANK YOU for being part of the team!