

# Alumni Representative, University of Calgary Senate

## Overview of the Senate

The University of Calgary Senate, chaired by the University's Chancellor, acts as a vital bridge between the university and the wider community. Its primary purpose is to represent the public interest, promote the university on all levels (local to international), influence decision-makers, and recognize excellence. The Senate is a diverse body of over 62 members, including representatives from the public, students, faculty, and alumni.

The Senate is a legislated body under the *Post-Secondary Learning Act* (Alberta) tasked with inquiring into matters that benefit the University and enhancing its position in the community. Operating in an ambassadorial capacity, the Senate works with the Office of the Chancellor and Senate and the Office of External Relations to promote the University's reputation, build long-term support, and foster positive relations with the public.

## Role Summary

The Alumni Association Representative is a connector and ambassador who deepens the relationship between the city and the university. Alumni Representatives are appointed to the Senate through the University of Calgary Alumni Association. They use their passion for learning to advocate for the university's strategic direction, promote alumni engagement, and impact the future of post-secondary education.

## Core Responsibilities

- **Institutional Advocacy:** Act as a highly visible contact point for stakeholders to communicate with the University.
- **Ambassadorship:** Share the UCalgary and UCalgary Alumni Association story to elevate institutional achievements and promote research and innovation.
- **Committee Work:** Actively serve on one of the Senate's standing committees (typically meet online), which include:
  - Community Engagement Committee
  - Honours Committee
  - Governance Committee

## Job Description

- Recruitment and Membership Committee
- **Strategic Support:** Work alongside university leadership to support and advance UCalgary's strategic goals.
- **Recognition of Excellence:** Participate in the promotion and recognition of excellence through Senate-led programs, awards and scholarships, and events.
- Comply with the University's Code of Conduct, Conflict of Interest and Confidentiality Agreement, and other applicable policies

## Expectations & Commitments

- **Time Commitment:** Senators should expect to dedicate **5–10 hours per month** to Senate work.
- **Meeting Attendance:** Attendance is required at all Senate meetings in person and assigned committee or working group meetings. This typically involves **1–3 meetings per month**.
- This is a volunteer position, though parking costs will often be covered to attend on-campus events and meetings
- **Event Participation:** Senators are encouraged to attend 2–3 specific Senate events per year, as well as broader campus events such as:
  - Convocation ceremonies (sitting as part of the platform party).
  - Convocation Dinner and Lecture of a Lifetime.
  - Networking, mentorship, and donor events.
  - Two joint events annually with UCAA
- **Term of Service:** The appointment is for a **three-year term**, which is renewable once.

## Qualifications & Eligibility

- **Alumni Status:** Must be a member in good standing of the UCalgary Alumni Association.
- **Engagement:** A demonstrated passion for learning and a desire to inspire the next generation of leaders.
- **EDIA Commitment:** Alignment with the Senate's commitment to equity, diversity, inclusion, and accessibility, as well as the UCalgary Indigenous Strategy (*ii' taa'poh'to'p*).

*Note: While the Senate is a high-level advisory and ambassadorial body, it does not have a role in the direct governance of the University.*