

ANZSOG alumni network guidelines

The alumni community

Our alumni are a community of influential public sector leaders from across Australia, New Zealand, the Indo/Pacific region and internationally. The community is now around 3600 strong and based in 37 countries.

Every person that completes one of the following ANZSOG programs becomes part of the alumni:

- Executive Master of Public Administration
- Executive Fellows Program
- Towards Strategic Leadership
- International programs.

Alumni chapters

A chapter is a subgroup of the wider alumni community. Chapters are typically organised by location, but informal alumni networks have also been established by cohort. Alumni chapters are an excellent way for alumni to expand their professional and personal networks.

The purpose of local alumni chapters is to:

- connect alumni with each other and with ANZSOG
- be a voice for alumni into ANZSOG's future strategy and activities by communicating alumni views, needs and interests
- build engaged local alumni
- build awareness of ANZSOG and champion local alumni impact and influence
- share experiences, be inspired and continue to learn.

Chapters are driven by local working groups, that collaborate with ANZSOG staff, to actively engage alumni.

Chapter initiatives and promotion

Chapters should plan, with the Deputy Director Stakeholder Relations and Communications, an annual local program of activities that complements the broader alumni program. By planning together, we can confirm what operational, financial and communications support ANZSOG can provide.

Working group roles and composition

There is no formal structure for an alumni chapter working group, and each chapter may operate differently. The following suggested structure should be considered.

Working groups should have a minimum of three members, representing a range of cohorts. Ideally at least one member should represent a graduating cohort from within the previous two years and working groups would refresh membership regularly.

Each working group should appoint a chair that leads the chapter and takes responsibility for planning and communication with the ANZSOG Senior Coordinator Stakeholder Relations. A deputy chair should be appointed to perform the Chair's duties when the Chair is absent.

Working group responsibilities

Working groups are responsible for:

- regularly meeting (either in person or virtually)
- appointing people to key positions and refreshing working group membership

- establishing and maintaining a process for local alumni to provide suggestions and feedback to the working group
- discussing, agreeing and organising activities and events for local alumni
- promoting activities and events, encouraging active participation and welcoming new alumni
- supporting effective communication between ANZSOG and alumni, by working closely with ANZSOG staff (in the first instance through the Deputy Director Stakeholder Relations and Communications and other Stakeholder Relations and Communications staff).

Working group members will be given access to local alumni contact details to facilitate the above, unless an alumnus does not consent to having their details shared.

Working group members

Working group members should:

- regularly attend and contribute to (in person or virtually) working group meetings
- actively participate in programming and organising alumni activities and events
- encourage alumni to communicate with and contribute to the chapter and to ANZSOG
- act in the best interests of ANZSOG by acting as ambassadors for the School and adhering to the ANZSOG Code of Conduct.

Relationship with Alumni Advisory Council

Working groups can formally raise issues and provide input to ANZSOG on strategic matters through the Alumni Advisory Council. Similarly, Council members can use their local working groups as a channel for communicating to local alumni on ANZSOG's behalf.

Support from ANZSOG

The Deputy Director Stakeholder Relations and Communications is the primary point of contact for alumni. This role provides strategic direction and facilitates operational support for alumni relations. Priorities for this role include:

- supporting the Alumni Advisory Council
- creating and overseeing opportunities for alumni to actively contribute to ANZSOG
- implementing engaging and targeted alumni communications
- ensuring a successful transition for new alumni
- building and maintaining ongoing relationships with key stakeholders and influencers to promote alumni.

Communication and engagement

ANZSOG can support chapter working groups to communicate with their members through:

- social media channels
- emails and e-news
- event invitations and managing registrations.

Working groups are encouraged to contribute content for publication in alumni communications.