



Volunteer to be a Class Representative!

Homecoming is an important tradition at Luther College High School. Every fall, alumni return to campus to celebrate their milestone reunions as part of Homecoming. Alumni volunteers are a key part of the success.

What is a Class Rep?

Classmates are the key to grow interest and momentum in attending Homecoming! A Class Rep is an individual who volunteers their time to act as a liaison between the Alumni Relations, Development and Communications (ARDC) Office and their fellow classmates.

What do you do?

As a Class Rep, you will reach out to your classmates encouraging them to attend Homecoming with you! You might also be able to track down “lost alumni” who have lost touch with their alma mater over the years.

Overview of Responsibilities:

- A class list from the Alumni Office will be provided to you. This is to be used confidentially for the purposes of recruiting classmates for Homecoming.
- You can create a small committee of classmates to help you with your recruitment. One person should be a liaison with the Alumni Office for questions and suggestions or to update contact information.
- Phone or email classmates from the class list to let them know about the Homecoming events and encourage them to attend any and all parts of the reunion.
- Look through your yearbook for any classmates who are not on the list.
- Some classes like to start their own Facebook group so that they know who is thinking of attending and communicate with each other that way.
- If you do find a “lost” alumnus, and they agree to share their contact information, please let the Alumni Office know.
- Be willing to share your phone number and email address for your classmates to contact you if they have questions.
- Class reps are welcome to say a few words at the banquet during the open mic. You can also recommend someone to give the official *Toast to the College* and *Toast to the Alumni* at the banquet.
- Look for memorabilia and items you want to display on the memory lane at the school.
- Determine if your class would like to make a reunion gift – there are many parts of life at Luther that require alumni support.



Support from the ARDC Office:

You will have support from the ARDC office every step of the way!

We are here to make your volunteer experience as stress-free and enjoyable as possible. Here's a look at how we will help:

- Generate a class list of alumni with contact information, from our database to share confidentially with class reps.
- Take care of all the official Homecoming weekend bookings from venues to food to everything in between!
- Collect official Homecoming registrations & fees.
- Production & distribution of Save the Dates & official Homecoming Registration packages.
- Social Media, Homecoming weekend displays, photography and more!

Timeline of Events

- Fall 2018 – date confirmed and publicized in Luther Story and Luther's website
- April 2019 – Save the Dates & Registration Packages!
- August 2019 – reminders sent out
- September 6, 2019 – registration deadline
- September 27 & 28, 2019 – Homecoming

Successful reunions would not be possible without your dedication, time and effort. Your efforts as a volunteer are the key to successful reunions – thank you!

For more information on volunteering for Homecoming, contact the ARDC office:

Contact: Angela Bethune, Manager Alumni Relations &
Annette Summerfield, Assistant
Email: lchsalumni@luthercollege.edu
Phone: 306-757-7399