



Scholarship Team

Job Description

The Scholarship Team supports the Wisconsin Alumni Association mission and the local chapter by implanting Welcome-Connect-Support. This team is responsible for overseeing the scholarship program and works to promote the local chapter scholarship at events and via other channels (email, web, social media, etc.). This team is responsible for overseeing the all administrative and communication processes for the scholarship program.

Duties and Responsibilities:

- Determine application process, including form written application
- Promote scholarship program in the community, at chapter events, and via email, web, and social media
- Oversee the administrative process: collect applications, interview candidates, select recipients based on recommended university priorities
- Determine allocation amounts
- Submit all necessary information and paperwork to WFAA by the specified deadlines
- Provide all necessary communications with candidates throughout the application process as it is determined

Qualifications:

- Organizational skills a plus
- Interviewing skills a plus
- Ability to identify future Badgers bound for success a plus