



Professional Networking Team

Job Description

The Professional Networking Team supports the Wisconsin Alumni Association (WAA) mission and the local WAA chapter by implementing Welcome-Connect-Support by engaging local alumni in a variety of networking events. This team is responsible for planning and executing networking events that can include happy hours, industry panels, young professionals, and professional development events. The Professional Networking Team works with the Communications Team and WAA staff, as necessary, to market and promote event opportunities to local alumni.

Duties and Responsibilities:

- Plan and coordinate events to welcome, connect and support alumni with local Badgers and the university
- Plan and coordinate a variety of events based on the interests of chapter members
- Work with the chapter leadership and WAA staff to promote events and encourage alumni participation through e-mail, website, and social media.

Qualifications:

- Enthusiasm for organizing and hosting Badger-related events
- Previous event planning experience a plus
- Organization skills a plus
- Personable and good customer service skills
- Ability to speak in front of large groups of people a plus
- Creative thinking skills a plus

Event Suggestions:

- Breakfast with Badgers
- Career Conversations
- Alumni After Hours
- Panel of Peers
- Nachos and Networking
- Wisconsin Women Networking