

Einstein Alumni Association **Class Representative Program**

Einstein Class Representatives act as ambassadors for Einstein by simply staying in touch with their classmates. You can play a critical role by providing a personal connection to help reinforce the network of Einstein alumni, and strengthen the College of Medicine for all alumni and current students.

Below you will find a brief description of the key roles played by Class Representatives. *We anticipate that Class Representatives will spend approximately 1-3 hours per month on these activities (some months may be slightly more, and many will be less).* We ask that you sign on for a minimum of one year, and hope that you will enjoy this role and choose to continue as a Class Representative indefinitely!

- Stay in touch with your classmates by forwarding select emails provided by the Einstein Alumni Office three to four times per year in order to provide those campus updates that might be best conveyed alumnus-to-alumnus. These may include information about upcoming programs and opportunities for involvement. Should your classmates respond to one of these emails with personal/professional updates of their own, please share that information with the Alumni Office.
- Help promote and encourage your classmates to attend Einstein regional events (e.g., San Francisco, Los Angeles, Boston, Florida, New York, Nashville, etc). You may be asked to reach out to fellow alumni to get the word out about regional events, if you live in the local region or if you have classmates who do.
- Act as a member of your class “Reunion Committee” during Reunion years (every 5 years), and help encourage your classmates to attend Einstein Reunion events and support Einstein with class gifts.
- Thank classmates for their support of and involvement with Einstein by occasionally placing phone calls, signing letters or emails created in collaboration with the Alumni Office.

We also welcome your ideas on how to improve the effectiveness of this program. Please let us know if you have suggestions for message content, communication options, or additional Class Representatives to better strengthen the Einstein alumni community!

Contact at 718.430.2013 or alumni@einstein.yu.edu with any suggestions or questions.