International Alumni Network (IAN) Country Representative

Job Description

The mission of the Teachers College Alumni Council is *(Re)Connecting Alumni to Teachers College*. The International Outreach Committee of the Alumni Council is charged with developing and supporting connections to TC for alumni outside the US. This important work is accomplished primarily through the active Country Representatives of the International Alumni Network (IAN).

The IAN Country Representatives are asked to....

- Serve as liaison between the College (particularly the International Outreach Committee of the Alumni Council) and TC alumni in your country
- Serve as “contact person” for TC administrators/faculty/staff/alumni who are planning visits to your country
- Assist with planning and provide local logistical support for TC-sponsored events in your city/country
- Assist the Office of Alumni Relations in updating/maintaining the College database of TC alumni in your country
- Build relationships among TC alumni through social networking and locally attractive alumni activities
- Assist the Office of Admission in identifying qualified prospective students and encouraging them to apply to TC