The Loyola Loyal Chapter Coordinator will be responsible for assisting Institutional Advancement staff in identifying and soliciting campaign contributions throughout the duration of the campaign at the chapter level. The primary role of the Loyola Loyal Chapter Coordinator is to increase their chapter’s participation percentage in the Loyola Fund. The Loyola Loyal Chapter Coordinator is appointed by the Chapter President and works closely with Office of Alumni Relations and Annual Giving Staff.

Responsibilities

- Attend all chapter events (as schedule permits) and make a special effort to welcome and interact with new members.
- Provide information to alumni about chapter specific giving opportunities.
- Become informed about Loyola University New Orleans, the Faith in the Future campaign, and the university’s major goals, especially the Loyola Fund goal; enthusiastically endorse the goals of the Faith in the Future campaign.
- Commit to identifying and recruiting at least 3 individuals per year to host a Loyola Loyal Dinner Party.
- Work with Annual Giving staff to coordinate the annual Chapter Call Night each spring for their chapter.
- Make an annual gift to the Faith in the Future campaign.
- Track and report volunteer hours spent on Alumni Chapter activities to the Office of Alumni Relations on a quarterly basis.
- Actively participate as a member of the Alumni Association and represent Loyola University New Orleans in a positive manner.
- Report regularly to the Loyola Loyal Regional Director responsible in their assigned region.

Guided by the Jesuit principles of men and women with and for others, the Loyola University New Orleans Alumni Association is organized to serve alumni, promote a spirit of cooperation and fellowship among alumni, encourage the development of lifelong relationships between alumni and the University, and foster philanthropic loyalty and support for the University.