

# Cornerstone Chair

## Volunteer Position Description

*Join a community of alums committed to sustaining Mount Holyoke's mission!*

### Why Volunteer as a Cornerstone Chair?

*Cornerstone Chairs work closely with Head Class Agents to raise Cornerstone gifts of \$1,837 or more each year from classmates. Leadership gifts make up approximately 75 percent of The Mount Holyoke Fund each year.*

#### Stay connected to the Mount Holyoke community:

- Receive the most **current information about College** priorities and initiatives
- **Connect** with your classmates and other MHC alums

#### Gain valuable skills and experience:

- Gain **fundraising experience** and training
- Attend **volunteer events** and **network** with other alums

#### Make a meaningful and immediate impact on Mount Holyoke's mission:

- See how your efforts impact your class's fundraising success and the success of the College
- Share information with classmates about how their annual gifts have an **immediate and positive impact** on students' experience

### Job Description

#### Make a leadership gift—lead by example:

- Make your **leadership gift or pledge** so you can say “join me in giving at the leadership level”

#### Stay in touch with MHC:

- Check your email regularly and stay in touch with your **Head Class Agents**
- **Stay informed**—read the monthly Mount Holyoke Fund volunteer update emails and if you use social media, follow MHC channels

#### Connect your classmates back to MHC:

- **Share news from MHC**—via mail, email, phone, text message, or social media
- Get to **know what is happening in their lives**, how they feel about MHC, who they stay in touch with
- **Explain the impact of leadership giving** to The Mount Holyoke Fund and encourage them to make a gift

#### Thank classmates for giving:

- Call, write or email to **thank classmates** once they make a gift

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### Frequently Asked Questions

#### Do I need special skills?

If you are willing to contact classmates, share MHC news, and are not afraid to say why financial support matters to Mount Holyoke, **you are exactly the kind of Cornerstone Chair your class needs**. Your Head Class Agents and Mount Holyoke Fund staff liaison provide support, information, and encouragement.

#### Can I take on a Cornerstone Chair role when I'm already busy?

Yes! The time commitment for this role is flexible and varies throughout the year. During peak fundraising times in December and May/June, your outreach to classmates will be key, though you can choose the particular days that you contact classmates. One time of year when we will ask for your help with outreach on specific days is during our 48-hour-long giving challenge in March.

#### How long am I committed to this position?

Cornerstone Chairs serve for a **5-year term**.

### Resources

#### Mount Holyoke Fund Staff Liaison

Your class's Mount Holyoke Fund staff liaison provides support and guidance and partners with your Head Class Agents to identify and develop strategies to meet your fundraising goals.

#### Volunteer Hub

Through the [Volunteer Hub](#), you can email your classmates individually using editable templates, check your class's progress towards your goals, and review individual classmate's giving history. You can also download giving information for more detailed sorting and filtering.

#### Monthly Update Emails

Each month, Mount Holyoke Fund staff sends an email to all volunteers that includes information about upcoming initiatives, current action items and MHC news to share with your classmates.

#### Mount Holyoke Fund Volunteer Resource Page

The [Mount Holyoke Fund Volunteer page](#) provides volunteers with resources for planning outreach, information about our giving societies, and details about Mount Holyoke Fund giving destinations

#### Mount Holyoke Fund Volunteer Facebook Group

The [Mount Holyoke Fund Volunteer Facebook Group](#) is a closed group where volunteers can share news or ask questions of other volunteers. It is also a way for Mount Holyoke Fund staff to share more frequent updates, especially during condensed giving challenges.