Kent alumni volunteer FAQs

Who are Kent’s alumni volunteers?

The University of Kent has a vibrant and diverse alumni community, with over 170,000 people from 140 countries worldwide. Being an alumni volunteer enables graduates, former staff and friends to give back to the University, connect with one another, and support current and future students from anywhere in the world.

Our alumni are our best advocates and a very important part of Kent’s thriving community. Whether it’s giving a talk to students, becoming an online mentor through KEW-NET or supporting Kent internationally through groups and events, volunteers have a real impact on Kent, its future and its wider community.

What do alumni volunteers do?

Our volunteers foster relationships between the University and our alumni, friends, former staff, corporate and institutional partners and prospective students. Through targeted events, communications and work-based experiences, they help create opportunities for the wider community to interact, share expertise and networks, and assist current and future students and alumni.

There are three main areas in which volunteers support Kent:

- **Employability**: utilising personal and professional networks to offer opportunities for students and alumni to develop new skills and experience through guest talks, mentoring and work experience, internships or industrial placements

- **International alumni groups**: Kent has a diverse global community, and volunteers have established alumni and friend groups all over the world to provide support and networks to local alumni, staff and students

- **Student recruitment**: volunteering time and sharing their own experiences, volunteers help Kent to raise its profile, assist at recruitment events, and help us to build new relationships with potential partners

Volunteers also provide logistical advice/support for travelling staff/students, take part in our community engagement activities such as Alumni Pub Nights and Kent Gives Back, promote the University and its activities where possible (particularly by connecting with ‘lost’ alumni), and act as a liaison between Kent and any potential institutional or corporate partners.

Why get involved?

Getting involved either on or off campus helps volunteers to develop new skills, networks and experiences, as well as giving them an opportunity to give back to the University and to connect with friends and colleagues, old and new. Volunteers are
also given preferential event booking opportunities where possible and are given online and print exposure to celebrate their achievements.

Benefits of being a Kent volunteer include:

- Opportunities to develop new skills and local and global networks through events, e-Mentoring and referrals
- Various discounts and special offers, exclusively for Kent alumni and friends
- Preferential event booking where possible
- Exposure through printed and online features

What do I need to do?

- Be an advocate for the University of Kent and help us to connect to other members of the community, raise our profile internationally and be a point of contact for those in your area or for your school/course/campus
- Keep up to date with Kent courses and developments – you don’t need to know the prospectus inside out but have a general idea and know where to go for further information if asked
- Stay in touch with the Development Office and inform them of any interactions you may have had on Kent’s behalf, including the contact details of those you’ve spoken to. These must not be shared with anyone else, unless you have express permission to do so
- Support visiting staff and faculty from Kent by offering local information and advice to help them organise events and activities in your area
- Be mindful of potential ideas or opportunities for Kent and its community to be involved in – maybe you’ve been offered a place on a training course and you can’t go, maybe you know of some extra spaces at a networking event or conference, or maybe you have a friend/colleague who can offer up a free venue for an event or a discount for Kent alumni
- Encourage other alumni to update their contact details and get involved, and encourage friends/family/networks to go to Kent. Don’t forget to utilise Kent’s Loyalty Discount!
- Work with the Development Office to develop events, activities and communications to engage alumni and prospective students in your region
- Promote relevant events and activities and attend when possible. Where appropriate, keep a record of attendees and any feedback and send these to the Development Office
- Help to recruit, train and support new Kent volunteers

What can I expect from Kent?
The University of Kent is proud of its diverse and dedicated network of volunteers and supporters. We often showcase the amazing work our volunteers do via our social media channels, website and printed materials. When you sign up as a volunteer we may ask you to complete a profile and may include this, or mention of your work in a variety of media.

You will receive a personal relationship manager who is dedicated to ensuring that you have the information, support and resources you need to perform your role.

Being a volunteer gets you preferential options for many of Kent’s events and activities. This may mean free or priority booking, VIP seating/access or advance materials and information.

The Development Office will pay or reimburse certain expenses when agreed in advance and supported by appropriate receipts or invoices.

References can be provided once 10 hours’ service has been completed.

Kent will never release your details to a third party without your express permission.

What does Kent expect from me?

We are extremely grateful for the time and commitment given by our volunteers. As front-line advocates for the University, we do expect volunteers to positively represent the institution and to behave in an appropriately professional and respectful manner at all times.

- Keep yourself informed of major developments/news at Kent.

- Acknowledge and respect the input of other volunteers or University of Kent staff.

- Inform the Development Office of any potential conflicts of interest that may impede the performance of your duties as a volunteer.

- Be mindful of Kent’s commitment to matters of equality, diversity and inclusivity and behave in an ethical and non-judgmental fashion when acting on the University’s behalf.

- Safeguard any personal information you may become party to, including contact details or financial information and ensure these are reported back to the Development Office and then destroyed.

- Do not accept any form of payment or reward with relation to your volunteer duties.

- Do not do or publicly say anything that would bring the University or its staff or students into disrepute.
- Respond swiftly to enquiries regarding the University and copy in/inform the Development Office when replying

- Advise students, prospective students and alumni to the best of your ability, but do not make any guarantees or promises that may not be in your power to uphold

How do I find out more?

Find out more on our website at [www.kent.ac.uk/alumni/getinvolved](http://www.kent.ac.uk/alumni/getinvolved) or email us at [alumni@kent.ac.uk](mailto:alumni@kent.ac.uk).