

G-MEO Chengdu Alumni Association Structure

Mission

G-MEO Chengdu Alumni Association (GCAA) aims to build a network of our alumni and a platform to share job opportunities, information about working and studying in China/Chengdu, and other useful resources to benefit alumni with their personal and professional development. At the same time, the development of the Association can benefit G-MEO with potential resources from alumni and contribute to student recruitment and other activities.

Benefits of Being an Alumni

1) *Networking*

With over 300 alumni and counting, the Alumni Association provides a network of the G-MEO family and students from around the world scattered throughout many different American and Canadian universities. G-MEO staff can help connect alumni directly, if needed.

2) *Job Opportunities (Internship, full-time, part-time)*

We will share job opportunities with the Alumni Association, With G-MEO's partnership with the American Chamber of Commerce in China and various local companies, alumni who are interested in working in China, especially Chengdu, should contact the Alumni Association and the Association will help contact some potential employers, if possible.

3) *Information Sharing*

Alumni may find it useful to follow Alumni Association platforms that will share news and resources, not only about G-MEO and the Chengdu American Center, but also new policies and issues in Chengdu and China. Some topics include immigration and working policies for foreigners and study abroad students, business tips about foreigners starting business in China, and more. Connect with "G-MEO Chengdu Alumni Association" on Facebook, LinkedIn, and "G-MEO China" on Project Pengyou.

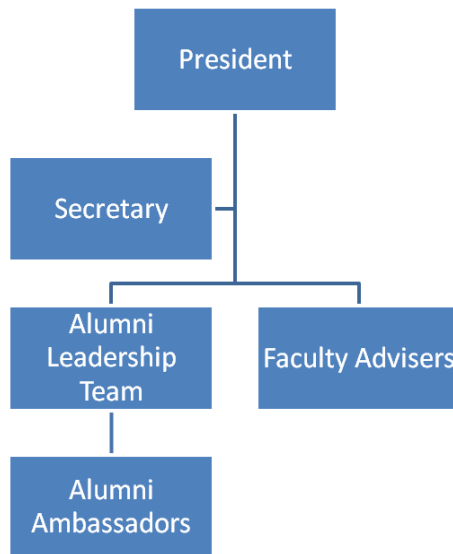
4) *G-MEO Alumni Get-together Activities*

There will be both online and offline activities for alumni from all classes to get to know each other. Activities may be held in Chengdu, China and/or in USA, and are mainly arranged by Alumni Ambassadors. Feel free to send G-MEO news and photos about any reunions.

5) *Others*

There will be more benefits in the future, based on the needs of alumni and the development of the association.

Alumni Association Structure



President: Director of G-MEO Chengdu American Center for Study Abroad

Secretary: G-MEO staff

The Secretary is nominated by the President directly, and will be responsible for daily administrative work for the Association.

Duties:

- Maintain social media platforms with up to date information
- Respond to requests from Alumni, such as job-seeking opportunities
- Collect and organize Alumni information and help facilitate direct contact between alumni, when needed
- Manage and support all Alumni Ambassadors in their activity coordinating duties

Alumni Leadership Team (Alumni President and Vice President): Outstanding alumni ambassadors can be promoted as Alumni President or Vice President. Alumni ambassadors who are interested in joining the Alumni Leadership Team should apply, and the President (of G-MEO) and Faculty Advisers will nominate the final Leadership Team candidates.

Tenure: 2 years, can be re-elected (The Director can recall the Alumni President and/or Vice President if he/she fails to fulfill required responsibilities)

Duties:

The Alumni Leadership Team works together to:

- Work with the GCAA Secretary to organize and attend meetings
- Work with Alumni Ambassadors and Faculty Advisers to promote GCAA and G-MEO programs among US and Chinese universities and companies, by contacting alumni and organizing GCAA activities

- Collect useful information and resources (eg. job opportunities) from/for Alumni;
- Share your experience and resources, and provide guidance and assistance to alumni and students
- Help with G-MEO recruitment activities when necessary.

Faculty Advisers: Any faculty who are interested in helping with the Association is invited to be a faculty adviser.

Duties:

- Advise students on international education and cross-cultural communication
- Provide resources which are useful in achieving the goals of the G-MEO Chengdu Alumni Association
- Provide useful feedback and suggestions to improve the Association

Alumni Ambassadors: Any alumni wanting to actively participate in helping with alumni affairs → Email Danica.Sun@g-meo.com

Duties:

- Coordinate offline reunions among students
- Mentor future students
- Share your G-MEO experience
- Collect needs and expectations from Alumni and report to the Alumni Leadership Team.

Campus Ambassadors: Any alumni who has not yet graduated and wants to help promote G-MEO programs and recruit students on his/her campus → Email Wen.Wang@g-meo.com

Duties:

- Assist G-MEO with outreach and engagement for prospective students on campus
- Enthusiastically share previous G-MEO experience with prospective students
- Host recruitment events on campus and follow up post-event
- Frequently interact with faculty and students

Contact

<p>Alumni Ambassador: If you are interested in actively helping with alumni affairs or have general questions about GCAA Email Danica Sun Danica.Sun@g-meo.com</p>	<p>Campus Ambassador: If you have returned from a G-MEO program and have not yet graduated, and are interested in helping promote G-MEO and recruit prospective students Email Wen Wang: Wen.Wang@g-meo.com</p>
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