



Your Quick & Friendly Guide to Being a Rice Business Class Ambassador

As a Class Ambassador, you keep your classmates connected – to each other and to the school. Whether you're hosting happy hours, planning speaker events or just keeping folks in the loop, your role helps shape the future of the Rice Business Alumni Network. Along the way, you'll build valuable leadership skills and expand your own connections, too.

Here are a few tips and tricks to help you make the most of your vital role:

Plan Buzz-Worthy Events

- Think about what your classmates are passionate about. Are they finance pros? Entrepreneurial dreamers? **Tailor your events accordingly.**
- **Loop in the Alumni Engagement Office** and other Rice Business contacts – they're great partners, and they have your back.
- **Use online tools** to keep it easy. Event RSVPs, updates and post-event surveys all help you stay organized and connected.

Communicate Like a Pro

- Share regular updates via email, group chats or however your class likes to stay in touch.
- Promote events and share success stories on social – and follow us at [@RiceBizAlumni](#) and [@Rice_Business](#) for great content to repost.
- Don't reinvent the wheel! Tap into existing Rice Business newsletters, videos and social posts to keep your outreach easy and professional.

Tips & Tricks To Make It All Work

- Save those alumni newsletters in a folder so you can easily pull content or updates.
- Got a group chat? Drop upcoming events in there to help boost turnout.
- Keep our alumni office in the loop – we love sharing your stories.

You've got this – and we've got you. Browse the [Rice Business website](#) for even more tools and inspiration.

[BUSINESS.RICE.EDU/ALUMNI/VOLUNTEER/CLASS-AMBASSADORS](https://business.rice.edu/alumni/volunteer/class-ambassadors)