As a Grand Chapter Advisor, your role is to support the members especially the President (HSP) and the Prudential Board. A strong GCA will be prepared to assist his chapter/provisional chapter when unexpected issues arise.

1. **KNOW YOUR CONTACTS**

   Keep these contacts saved in your phone.

   - **PRESIDENT (HSP)**
     - name
     - phone number
   - **STAFF LIAISON**
     - name
     - phone number
   - **CAMPUS CONTACT**
     - name
     - phone number

2. **KNOW THE POLICIES**

   All of Alpha Sigma Phi’s policies are available on the Fraternity’s website. Any questions can be answered by the chapter/provisional chapter’s Staff Liaison. **Click each item to view.**

   - Risk Management Policy
   - Amnesty Policy
   - Incident Report
   - Crisis Management Procedures

3. **BE PREPARED FOR TODAY’S COLLEGE STUDENT**

   The Fraternity educates student members on alcohol and drug abuse, hazing, and sexual assault prevention annually through Responsible SIG. Chapters/provisional chapters might also have members who struggle with other sensitive issues including, but not limited to, mental health issues, discrimination, or hunger/food insecurity. They may turn to you, their trusted advisor, for help.

   - Alcohol/Drug Abuse
   - Discrimination
   - Hunger/Food Insecurity *An economic or social condition resulting in a lack of adequate access to nutritious food.*
   - Hazing
   - Mental Health Issues
   - Sexual Assault
Your point of contact at the College/University can assist you in understanding what resources are available. These resources can be located by searching their website. In addition, you could also request to participate in the College/University’s Freshman Orientation Program by attending the Parent Sessions.

**COUNSELING SERVICES**

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**BEHAVIORAL INTERVENTION COMMITTEE**

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**HEALTH SERVICES**

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**COLLEGE/UNIVERSITY HOUSING (IF APPLICABLE)**

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**MULTICULTURAL AFFAIRS**

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**STUDENT CONDUCT**

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**FOOD BANK (LOCAL OR ON-CAMPUS)**

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Many campuses offer trainings for staff as well as advisors. Ask your point of contact at the College/University what is available. Possible trainings you can participate in may include:

- [GREEN DOT TRAINING](https://www.livethegreendot.com/training.html)
- [QPR (QUESTION, PERSUADE, REFER)](https://www.qprinstitute.com)
- [SAFE ZONE PROJECT](http://thesafezoneproject.com/)
- [RAPE, ASSAULT & INCEST NATIONAL NETWORK](https://www.rainn.org/)
- [Aware Awake Alive!](http://awareawakealive.org/)

In any situation where a member comes to you for help, remember that you are not alone. First and foremost, 911 should be called if someone’s life is in danger. Fraternity staff and university personnel are also willing to assist if you reach out! To contact Fraternity Staff, please call 317.843.1911 or send an email to tbtm@alphasigmaphi.org.