

ROLE OF THE HOUSING ADVISOR

RESPONSIBILITIES:

- Works directly with the student House Manager and supervises the live-in advisor, if applicable.
- Works indirectly with the President, Treasurer and Risk Management Director on related housing issues.
- Has weekly communications with the student House Manager. This is a shared responsibility with the student officer to initiate communications.
- Visits the house minimally every six weeks during the academic year.
- Is appointed by GCA and approved by Chapter Council to serve for a two year term with no limitation on the number of terms.
- Acts as a liaison to the Director of Housing for CLVEN National House Corporation.
- Assists with annual check in and check out of students, as available.
- With the House Manager, ensures the Fraternity facility is safe and secure. Ensures house passes all governmental or university inspections.
- Conducts Resident In-House meetings (1) to gather input about the live-in experience and (2) to develop a plan to make needed improvements for the betterment of those residents.
- Assist the Director of Housing in developing a positive living-learning environment for the residents and the chapter at large.
- Approves their respective undergraduates' section of the Annual Report.

