

ROLE OF THE MEMBER RETENTION ADVISOR

OVERVIEW:

The following is an overview of the responsibilities associated with this role. The description is designed to provide general guidelines and should not be viewed as limitations with the position. The advisor should feel comfortable adding additional responsibilities, provided those responsibilities are not assumed by another advisor, officer, board or committee.

Should you have any questions about the role of this advisor, please contact Fraternity Staff.

For additional resources, please visit alphasigmaphi.org.

RESPONSIBILITIES:

- A member of the Chapter Council
- Actively participates in Chapter Council meetings, organized by the Grand Chapter Advisor
- Advises the Vice President of Member Retention and ensures the undergraduate officer is meeting their requirements such as the following:
 - Organizes brotherhood events, including one off-campus and non-alcoholic overnight event
 - Organizes a Black and White Formal annually
 - Plans a semi-formal in the subsequent term
 - Plans the social calendar
 - Encourages the chapter to participate in Greek Week
 - Works with the Vice President of Standards to ensure all social event planning procedures are implemented
- Communicates monthly with the Vice President of Member Retention