

## Sorority & Fraternity Life Faculty/Staff Advisor Role and Responsibilities

Fraternities and sororities, unlike many other student organizations, typically have actively engaged alumni advisors. That being said, many colleges and universities, including ours, require all recognized student organizations to have a faculty/staff advisor who is employed regularly by the university. That person should be on-campus during the term(s) for which they are the advisor of record, meaning that they should not be designated for assignment off-campus or on a sabbatical.

Sometimes, chapter leaders and potential faculty/staff advisors, alike, have questions about what the relationship looks like, considering that there are likely other engaged advisors.

According to Minnesota State University, Mankato's RSO Advisor training, found at <http://www.mnsu.edu/activities/rso/advisortraining.html>, key RSO advisor responsibilities include:

- Advise no more than three (3) student organizations at any time.
- Stay up-to-date on the business of the organization.
- Join the organization's portal in OrgSync.
- Serve as a liaison between the university and the students.
- Follow and adhere to Minnesota State policies, state, and federal laws.
- Be knowledgeable of policies listed in the university's student handbook.
- Offer guidance on goal setting, organization management, program planning, problem solving, and assessment.
- Understand the RSO's constitution, and be aware of their purpose.
- Review the annual registration application submitted by an executive member of the organization, which will come to you in email format from OrgSync.com.
- Review special event checklists (SEC) submitted by student organization leaders for events the group plans to hold on campus.
  - May be required to attend certain events if advised by University Risk Management

Additional Suggestions for Consideration When Serving as the Advisor to a Fraternity or Sorority:

- Assist the chapter in identifying and aligning practices with the mission and strategic priorities of the university.
- Help the chapter contact and engage campus resources such as the Career Development Center, Counseling Center, and more.
- Participate in any training provided by the Sorority or Fraternity's inter/national headquarters.
- Help the chapter develop plans that will aid them in achieving their scholarship goals
- Review the chapter's scholarship program. If the chapter does not have one, help the chapter create a program.
- Assist the chapter in working with chapter members who are having academic trouble.
- Encourage each member to be involved in at least one campus organization outside of the chapter.
- Speak with the chapter's alumni advisors at least once each term, and meet with traveling staff when they visit.
- Share the chapter's successes with the university community.
- Attend 1-2 chapter meetings and/or chapter events (service, fundraisers, educational programs) each term.

Suggested Responsibilities for Chapters:

- Communicate regularly with your faculty/staff advisor.
- Share your chapter's goals with your faculty/staff advisor. Specifically, ask the advisor to help you achieve scholarship goals.
- Invite your faculty/staff advisor to chapter meetings, recruitment events and new member meetings/ceremonies.
  - At least one full chapter meeting/new member meeting per semester is recommended.
- Encourage members who are having academic issues to speak to your faculty/staff advisor.
- Thank your faculty/staff advisor often.