

Student Organizations' Responsibilities to their Advocates and Chapter Advisors

- ✧ The chapter Advocate/Chapter Advisor should receive an explanation of the organization's history, purpose, programs, needs and expectations.
(Note: Students, you do not need to share every chapter document with your Advocate. I would recommend visiting your National's website and seeing what information is given in the sections of the website accessible to the general public; this would be a good guideline for what information to provide to the advocate)
- ✧ The Advocate/Chapter Advisor should be given an orientation relating to all the major activities the chapter has during the year.
- ✧ The officers of the organization should maintain a close relationship with the Advocate/Chapter Advisor and provide opportunities for the Advocate/Chapter Advisor to meet as many members as possible.
- ✧ Respond promptly to the Advocate/Chapter Advisor's inquiries and requests
- ✧ Organizations should invite the Advocate/Chapter Advisor to events, as a way of keeping him/her informed of activities sponsored by the organization, and to allow feedback regarding the proposed activity/event.
- ✧ If situations arise that may cause problems for the organization or any member of the organization, the Advocate/Chapter Advisor should be informed.
- ✧ Officers should be providing the Advocate/Chapter Advisor with information and updates on chapter activities, plans, conflicts, needs etc. as applicable. The method and frequency should be discussed with the officers and with each subsequent set of officers.
- ✧ An Advocate/Chapter Advisor should not be committed to any type of obligation unless he/she agrees to the commitment.
- ✧ An organization should be aware that the Advocate/Chapter Advisor is providing services without compensation and should be appreciated and respected for doing so.
- ✧ Understand that the Advocate/Chapter Advisor, too, will make mistakes and will have an individual personality and style; accept and discuss this, and move on.

