

# Recruitment Advisor

## Expectations

Advise the Recruitment Chairman and Committee on program management and goal setting for the chapter's Recruitment program.

- Train and advise the Recruitment Chairman and Committee to ensure each new Recruitment Chairman is familiar with the chapter's recruitment program.
- Maintain weekly contact with the chapter Recruitment Chairman.
- Promote year-round recruitment plan and [Values-Based Recruitment](#) philosophy.
- Regular communication with the Alumni Advisory Board Chairman
- Present recruitment programming best practices to the chapter.

## Resources

### AAB Resources:

- [Alumni Advisory Board Overview](#)
- [Alumni Best Practices Library](#)
- [Role of Chapter Advisors](#)
- [Mentoring and Advising](#)

### Collegiate Chapter Resources:

- [Collegiate Officer Resources](#)
- [Pursuit of Excellence Program \(PEP\)](#)
- [PEP Evaluation Guidelines](#)
- [Best Practices Library](#)
- [Leadership Consultant Program](#)
- [The Law of Sigma Nu Fraternity, Inc.](#)
- [Risk Reduction Policy](#)
- [Officer Transition Resources](#)
- [Officer Transition Workshop](#)
- [Sigma Nu Institute](#)

### Recruitment Chairman's Resources:

- [Values-Based Recruitment](#)
- [The Recruitment Bluebook](#)
- [Recruitment Bluebook for Alumni](#)
- [Recruitment Chairman's officer resource page \(\[sigmanu.org/recruitmentchairman\]\(http://sigmanu.org/recruitmentchairman\)\)](#)
- [Recruitment Chairman's Manual](#)
- [Recruitment Skills Workshop](#)

## Primary Expectations of AAB Members

- Three or more volunteers will serve on the Alumni Advisory Board.
- Member(s) of Alumni Advisory Board attend chapter meetings once a month (or more often).
- Member(s) of Alumni Advisory Board attend all candidate and initiation ceremonies.
- Meet quarterly (or more often) to review chapter goals and objectives.
- Continually identify, recruit, and train new Board members to ensure the sustainability of the Board.
- Review [The Law of Sigma Nu Fraternity, Inc.](#), the [Risk Reduction Policy](#), and relevant college/university policies each year.
- Member(s) of the Alumni Advisory Board meet with the [Leadership Consultant](#) during each consultation visit.
- Individual advisors maintain monthly communication with their designated chapter officer(s) to offer mentoring/coaching advice.
- Member(s) of the Alumni Advisory Board assist and advise the chapter officers in completing the [annual Pursuit of Excellence evaluation](#).
- Facilitate an [officer transition workshop](#) each election cycle.
- Facilitate a [strategic planning session](#) with measurable goals and objectives with the chapter officers each.

### Time Commitment

Three to six (3-6) hours per month.

Alumni Advisory Boards will meet at least quarterly to discuss what is happening with the chapter and what specific focus or direction the board needs to provide.

Individually, the Recruitment Advisor will maintain contact with the Recruitment Chairman and Committee and assist them as needed. Weekly contact should be maintained.