

DATE: XXXX

**Greetings Fellow Sigma Nus,**

My name is **xxxxxx** and I am an alumnus of the **XX XX** Chapter of Sigma Nu located at **XXX** College in **XXXX, XX**. Over the past several years, a very positive initiative has been launched by the General Fraternity to revitalize Sigma Nu Chapters. This initiative titled the “Pursuit of Excellence Program” has been created through the hard work and dedication of alumni and student leaders throughout our Fraternity. The Pursuit of Excellence Program covers six areas of chapter operations: Membership Development, Chapter Development, Chapter Management, Support Structure, Chapter Governance, and Campus and Community Involvement.

The **XX XX** Alumni have been working with our Brothers at Sigma Nu Headquarters to make sure that we, as a Chapter of Sigma Nu, will be prepared to lead the way and set a positive example for all Fraternities to follow at **XX (school name)**.

One of the most important standards in this initiative includes *the need for each active chapter to have a Chapter Advisor who regularly attends chapter meetings and provides continuous support to the undergraduate chapter*. This person must be located within a reasonable distance to **XXXX** (city name), to work hand-in-hand with the collegiate chapter.

The responsibilities for this position(s) will include attending at least one Chapter meeting a month and consistent meetings with chapter officers via a line of communication of choice (E-mail, phone, face-to-face.) between meetings.

Several alumni are needed to become active within our organization in this type of role and approach this as a team. For example, one advisor would work with the chapter Treasurer while other advisors would work with the current Commander, Lieutenant Commander, Social and Risk Reduction Chairmen. By implementing this type of mentor program, we, as an organization, would be able to provide and nurture the needed leadership skills and share in the responsibilities required for this position. This team approach would also reduce the amount of time each individual would have to give and would allow members of the team to share responsibilities.

I ask that all Sigma Nu Brothers, who are interested in serving our Fraternity in this manner, contact me via E-mail at **XXX-XXXX** or by telephone at **XXX-XXX-XXXX**. I am available to answer any questions you have regarding this position and meet with you, if desired, at your convenience.

Thank you for your consideration in this important matter.

Fraternally,

**XXXXX**

Attachment: Alumni Advisory Board Overview Document