



### **“F” Position Description**

- Serve as the Risk Management Officer
- Assists the “A” with crisis management
- Act at the Parliamentarian during general meetings
- Work with the Social Chair to execute events that adhere to the Delta Chi policies, procedures, values, and those of the host institution
- Responsible for overseeing the Judicial Board
- Read, understand and be able to explain the Delta Chi Risk Management Policy
- Ensure that risk management policies are followed at all chapter/colony events
- Meet with each associate member class to review risk management policies and procedures; this should be done in the form of an “F” Talk
  - More information on the “F” Talks can be found [here](#)
- Review the Delta Chi Risk Management Policy each semester/quarter with the members of the chapter/colony
- Coordinate initiations with the “A”
- Monitor conduct of chapter members
- Hold brothers accountable to the standards and expectations of membership
- Ensure ritual material is properly cared for, securely stored and that all necessary materials are on hand prior to initiation
- Oversee security of the chapter house (in conjunction with the House Manager and as necessary)
- Conduct a semester/quarterly judicial board training
- Prepare and organize transition materials; save all materials to an online cloud prior to transition