

DELTA CHI

FRATERNITY

OFFICER DESCRIPTION: “F” - RISK MANAGEMENT

FROM DELTA CHI LAW:

- Reasonably enforce all directives of the “A.”
- Exercise the powers usually exercised by the sergeant-of-arms of an organization.
- Perform such additional duties of the office of “F” as are set forth in Fraternity publications.

WHAT DOES THAT ACTUALLY MEAN?

- Assists the “A” with crisis response, following the procedures outlined in the [Emergency Management BRIEF](#).
- Understand [parliamentary procedures](#) and act at the Parliamentarian during chapter/provisional chapter executive board and general body meetings.
- Read, understand and be able to explain the [Delta Chi Risk Management Policy](#), ensuring that it is followed at any and all Delta Chi events and activities.
- Review the Delta Chi Risk Management policies each academic term with all members of the chapter/provisional chapter.
- Work with the Social Chair to execute events that adhere to the Delta Chi risk management policies, [Social Event Planning Guide](#), values, and policies of the host institution.
- Chair, train, and oversee the chapter/provisional chapter [Judicial Board](#).
- Monitor the conduct of members, holding them accountable to the standards and expectations of membership as needed.
- Work with the Associate Member Counselor to meet with each associate member class and complete [“F” Talks](#).
- Coordinate initiations with the “A,” ensuring ritual material is properly cared for, securely stored, and that all necessary materials are on hand prior to initiation.
- Oversee security of the chapter/provisional chapter facility (if applicable) in conjunction with the House Manager.
- Chair Risk Management Committee and meet regularly with the ABT Risk Management Advisor.
- Meet with Interfraternity Council Risk Management or Judicial Affairs Officer or other campus governing council peer officers as needed.
- Attend annual officer transition retreat and chapter retreat.
- Work with fellow chapter/provisional chapter executive board officers to develop action plans for the chapter/provisional chapter.
- Prepare and organize transition materials, and save all materials to an online cloud/database prior to transition.
- Attend the January Regional Leadership Academy event.
- Attend applicable risk management webinars.