



## **ABT MEMBER EDUCATION ADVISOR DUTIES:**

### **ADVISING AND SUPPORT**

- Directly advise the Associate Member Counselor of the undergraduate chapter and ensure that the Fraternity's [In the Bond: Associate Member Education and Onboarding](#) program is followed.
- Directly advise the Mentor Program Manager of the undergraduate chapter and ensure that the Fraternity's [Mentor Program](#) is followed, if the chapter is implementing this initiative.
- Support the Brotherhood Chair, Health and Wellness Chair and Diversity, Equity, and Inclusion Chair in the planning and coordination of member development and educational programs, workshops, and retreats.
- Arrange for alumni support as appropriate in Associate Member meetings, brotherhood programs, and chapter-focused educational events and activities.
- Promote participation in ongoing development and educational opportunities for chapter members, including campus and community events and activities available through the International Headquarters.
- Maintain contact with the Vice Regent and the International Headquarters.

### **ADMINISTRATIVE OVERSIGHT**

- The ABT Member Education Advisor is a suggested position within the establishment of an Alumni Board of Trustees, but is critical to its success and function.
- Work with the chapter to ensure that they are achieving Delta Chi minimum standards.
- Provide guidance to operations as prescribed in Delta Chi Law related to financial powers, academic standards, recall of officers, and membership status or expulsion.
- Complete the Advisor & Volunteer Training onboarding modules in the Learning Management System (accessible via MyDChi).
- If available, attend the January Regional Leadership Academy event or support chapter member attendance and minimum required delegation size.
- Support member completion of the annual Membership Experience Survey.
- Support the submission of the Mid-Year Chapter Operations Assessment and the Chapter Operations Assessment and International Headquarters Awards submissions.