



ABT SCHOLARSHIP ADVISOR DUTIES:

ADVISING AND SUPPORT

- Directly advise the Scholarship Chair of the undergraduate chapter and support general chapter administrative operations and procedures.
- Assist the Scholarship Chair in developing an academic support and scholarship development program for the chapter.
- Support the Scholarship Chair and Executive Board in the enforcement of the academic standards and policies of the chapter and Delta Chi, holding members accountable to those expectations.
- Maintain contact with the Area Counselor and the International Headquarters.
- Collaborate with the Faculty Advisor to promote campus support offices and programs related to academics (ex. Academic Advising, Tutoring, Supplemental Instruction, Writing Center, Math/Science Center, Accessibility Support Services, etc.).
- Promote member participation in campus honor societies, including the Order of Omega and Gamma Sigma Alpha.
- Create awareness among members of [available scholarships and deadlines through the Delta Chi Foundation](#) and the college/university.

ADMINISTRATIVE OVERSIGHT

- The ABT Scholarship Advisor is a suggested position within the establishment of an Alumni Board of Trustees, but is critical to its success and function.
- Keep the ABT informed of the chapter's academic standing and scholastic status.
- 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.