

Social and Risk Reduction Advisor

Expectations

Advise the Social Chairman and Risk Reduction Chairman on the management and goal setting of the collegiate chapter's social and risk reduction program(s).

- Train and advise the Social and Risk Reduction Chairmen and the Social and Risk Reduction Committees to ensure each new Social and Risk Reduction Chairmen are familiar with the chapter's social and risk reduction programs.
- Maintain weekly contact with the Social and Risk Reduction Chairmen.
- Assist the Social and Risk Reduction Chairmen with written social and risk reduction plans.
- Assist the Social Chairman in establishing a well-balanced social calendar.
- Help to ensure chapter social events are conducted in accordance with college/university policies, as well as the [Risk Reduction Policy](#).
- Assist Risk Reduction Chairman in establishing a member education plan of all pertinent risk management policies affecting chapter.
- Regularly review the chapter's [crisis management plan](#) with the chapter officers.
- Regularly communicate with the Alumni Advisory Board Chairman.
- Present social and risk reduction best practices to the chapter.

Resources

AAB Resources:

- [Alumni Advisory Board Overview](#)
- [Alumni Best Practices Library](#)
- [Role of Chapter Advisors](#)
- [Mentoring and Advising](#)

Collegiate Chapter Resources:

- [Collegiate Officer Resources](#)
- [Pursuit of Excellence Program \(PEP\)](#)
- [PEP Evaluation Guidelines](#)
- [Best Practices Library](#)
- [Leadership Consultant Program](#)
- [The Law of Sigma Nu Fraternity, Inc.](#)
- [Risk Reduction Policy](#)
- [Officer Transition Resources](#)
- [Officer Transition Workshop](#)
- [Sigma Nu Institute](#)

Social & Risk Reduction Resources:

- [Social and Risk Reduction Chairmen resource pages](#)
- [Social Chairman's Manual](#)
- [Risk Reduction Chairman's Manual](#)
- [Risk Reduction Policy](#)
- [Social Planning Guide](#)
- [Social Planning Resources](#)
- [Crisis Management Plan template](#)

Primary Expectations of AAB Members

- Three or more volunteers will serve on the Alumni Advisory Board.
- Member(s) of Alumni Advisory Board attend chapter meetings once a month (or more often).
- Member(s) of Alumni Advisory Board attend all candidate and initiation ceremonies.
- Meet quarterly (or more often) to review chapter goals and objectives.
- Continually identify, recruit, and train new Board members to ensure the sustainability of the Board.
- Review [The Law of Sigma Nu Fraternity, Inc.](#), the [Risk Reduction Policy](#), and relevant college/university policies each year.
- Member(s) of the Alumni Advisory Board meet with the [Leadership Consultant](#) during each consultation visit.
- Individual advisors maintain monthly communication with their designated chapter officer(s) to offer mentoring/coaching advice.
- Member(s) of the Alumni Advisory Board assist and advise the chapter officers in completing the [annual Pursuit of Excellence evaluation](#).
- Facilitate an [officer transition workshop](#) each election cycle.
- Facilitate a [strategic planning session](#) with measurable goals and objectives with the chapter officers each.

Time Commitment

Three to six (3-6) hours per month.

Alumni Advisory Boards will meet at least quarterly to discuss what is happening with the chapter and what specific focus or direction the board needs to provide.

Individually, the Social and Risk Reduction Advisor will maintain contact with the Social and Risk Reduction Chairmen and respective Committees, and assist them as needed. Weekly contact should be maintained.