



## Vice President/Kai Committee Advisor Orientation

### **Position Impact**

As Beta Theta Pi's standards increase, so does its need for talented and involved individuals to provide support at the local level. The vice president/kai committee advisor (VPA) enters into a collaborative relationship with the chapter's vice president; providing guidance aimed at ensuring the chapter is continually promoting standards within its membership by means of accountability.

### **Qualifications of a VP/Kai committee advisor**

- Fully embraces the Mission and Vision of Beta Theta Pi (*does not have to be initiated into Beta Theta Pi*)
- Demonstrates a desire to continue learning how to support the organizational direction
- Demonstrates an ability to convey Beta Theta Pi's lofty purpose as an organization to others
- Demonstrates an ability to provide mentoring and coaching to undergraduate leadership
- Understands the importance of standards and accountability as an essential element to a chapter of Beta Theta Pi
- Serve a two-year term (renewable on annual basis thereafter)

### **Primary Constituencies**

It is necessary to build strong relationships with the following individuals in order to challenge the status quo and implement effective improvement strategies toward positive accountability.

- All appointed advisory team members
- Chapter membership (vice president, in particular)
- District chief / assistant district chief
- Chapter leadership consultant

### **Benefits and Return on Personal Investment**

Beta Theta Pi is a not for profit organization. Resources are limited and are always utilized with the membership's experience in mind. However, Beta Theta Pi relies heavily on volunteer leadership to advance its purpose and volunteers realize compensation in many intangible ways.

- Practical leadership experience
  - Responsibility for assessing organizational culture and developing change initiatives
  - Responsibility for motivating and organizing volunteers to impact the development of young men
- Personal development
  - Development of personal relationships through the mentoring and coaching process
  - Service-learning is an inseparable part of volunteering for Beta Theta Pi
  - Available training programs involve a high level of self-discovery and values training / discussions
- Professional development
  - Networking with alumni and community members as an official representative
  - Professional training programs focused on developing the tangible, operational volunteer skill-set

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Understand the Vision, Believe the Mission and Act with integrity.*

### Commitment Required

The vice president/kai advisor can expect to spend between 5 and 8 hours a month working with key constituencies. The following operational elements should be expected regularly.

- Maintain weekly contact with the vice president officer to provide counsel on his leadership abilities and management style
- Work consistently with the vice president to improve his cabinet's organizational efficiency and effectiveness.
- Maintain communication with the chapter counselor and district chief (as each determine necessary)
- Attend at least one chapter meeting per month and ritual ceremonies (if initiated)
- Attend any important Kai committee hearings
- Attend quarterly advisory team meetings (scheduled by the chapter counselor)
- Attend the *Keystone Regional Leadership Conference* annually
- Maintain awareness of chapter wide priorities

### Indicators of Success

Since the vice president/kai committee advisor ensures the chapter is continually holding its members accountable to an agreed set of standards, the following can be used as indicators of success.

- The vice president demonstrates knowledge of his responsibilities and an ability to effectively lead and manage his cabinet.
- The vice president/kai committee fully understands chapter standards and the need to hold themselves accountable to those standards.
- Any action decided on part of the kai committee not only holds the affected member(s) accountable, but serves as an education piece for the entire chapter's development.
- The kai committee uses an objective set of standards to hold any member accountable when brought to the kai committee
- Chapter membership understands the importance for having a standards (kai) committee to promote accountability.

### Necessary chapter VP/Kai Committee policies and protocols

Each chapter of Beta Theta Pi demonstrates different strengths and weaknesses operationally. The list below will help provide a framework for where improvements can be made. In general, instituting the following items will help ensure a chapter culture of positive accountability and expectations.

- Proactive approach to ensuring that chapter identifies and understands what its membership expectations are within the chapter.
- The kai committee has and utilizes an objective set of standards and actions to hold its membership accountable.
- Proactive system to reward positive accountability within the chapter.

*\*Tip: Take time to understand the culture of the advisory team and of the chapter. It is necessary to understand that relationships are key when influencing change. Challenge should always be balanced with support and it is important to understand the reality of what can be accomplished in a given time frame. Some items are urgent and important; others are important but not urgent. Prioritize accordingly.*

## GETTING STARTED

1. Review this orientation with the district chief or leadership consultant and ask questions as necessary.
2. Establish a clear communication plan with the chapter counselor.
3. Become familiar with the resources available to all advisors on <http://www.betathetapi.org/resources/volunteer-resources>.
4. Become familiar with the risk management policy, kai committee guidelines, and membership expectations.
5. Meet with the vice president to assess awareness of his responsibilities.
6. Attend the next quarterly advisory meeting.
7. Make plans to attend *The Keystone Regional Leadership Conference* (spring semester).

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