



BETA THETA PI
— MEN OF PRINCIPLE —

Faculty Advisor *Position Description*

Title	Faculty Advisor
Reports to	Chapter Counselor District Chief, Assistant District Chief
Qualifications	<ul style="list-style-type: none">• Understands and embraces the Mission and Vision of Beta Theta Pi.• Desire to build relationships and work with a variety of constituents, including college-aged men.• Able to work with a team of volunteers.• Excellent organization and communication skills.
Time Allocation	60% Working 1-on-1 with your designated chapter officer and other chapter officers and members, including attending trainings, chapter meetings and events. 20% Communication and administrative work. 20% Working with other members of the advisory team.
Time Commitment	Approximately 5 – 8 hours per month, including calls and emails. Less time over the summer and during winter break.
Term of Appointment	Based upon individual availability, ideally 2-3 years with periodic check-ins

Mission, Vision, Core Values & Priorities of Beta Theta Pi

Mission	To develop men of principle for a principled life.	
Vision	Every member will live Beta Theta Pi's values.	
Core Values	Mutual Assistance	Betas believe that men are mutually obligated to help others in the honorable labors and aspirations of life.
	Intellectual Growth	Betas are devoted to continually cultivating their minds, including high standards of academic achievement.
	Trust	Betas develop absolute faith and confidence in one another by being true to themselves and others.
	Responsible Conduct	Betas choose to act responsibly, weighing the consequences of their actions on themselves and those around them.
	Integrity	Betas preserve their character by doing what is morally right and demanding the same from their brothers.
Strategic Priorities	Brotherhood, Personal Growth, Home	

Beta's Volunteer Philosophy

Volunteer Philosophy: The Why

Through alumni and volunteer support, collegiate members learn to become lifelong members of the fraternity, think critically about their responsibilities as officers and members, and prepare to be active citizens of their community. Chapter advisors are critical to fulfilling the mission and vision of Beta Theta Pi by providing continuity to new executive teams, which are elected every year

Volunteer Philosophy: The What

Because Beta's undergraduate experience provides a rich environment for student learning; advisors first and foremost serve as educators to our undergraduates and facilitate learning across all of Beta's values and priorities. Advisors serve as a sounding board for new ideas and how to best challenge the chapter to continue achieving Beta's Mission, Vision, and Values.

Volunteer Philosophy: The How

To foster learning, advisors should not function as chapter members or officers, nor should they take a hands off, "they'll figure it out their own" attitude. Instead, advisors serve as collaborators in the learning process by encouraging members to embrace the ritual and membership expectations, reflect on their membership, and act. Advisors foster learning and development by encouraging authentic and concrete experiences, facilitating critical thinking about those experiences, generating ideas for responding to future experiences, and allowing members to experiment with new ideas, behaviors, and actions. By walking through this experience together, the advisor and student also create authentic friendships and opportunities for mentorship and personal growth. Volunteering for Beta is built around these fundamental principles:

- Volunteering for Beta should be rewarding and fun.
- Non-members (called "Friends of Beta") add tremendous value to our organization by allowing us to expand our volunteer base and providing an outside perspective. They have been and will continue to be an important element of our overall volunteer strategy.
- No one likes to volunteer alone. Our approach to volunteers will focus on building teams and community.
- Chapter officers, members, and alumni benefit when they work with volunteers with diverse experiences and perspectives. Therefore, local advisor teams will reflect diversity of chapter experience, age, and background.
- Volunteers deserve clear expectations for their role and to be given feedback against those expectations.
- Volunteers deserve regular opportunities and clear avenues to give feedback about their role and the organization.

Core Competencies

Consistent with our philosophical approach, we have identified these core competencies for chapter advisors. Advisor recruitment, training and assessment will be built around these competencies.

Listening	Advisors seek to understand first and prioritize listening to their teams. It is an advisor's primary role to respond to the initial ideas of others rather than share their own.
Questioning	Advisors should ask powerful questions that go beyond "yes" or "no" answers. They challenge thought processes and encourage critical thinking through intentional and pointed questions.
Building Rapport	An advisor that is not trusted is ineffective. Part of successful advising is developing and nurturing relationships with team members. Relationships move the needle.
Empathizing	An advisor works to understand how their team feels. Advisors should understand that they share in the success and failures of those they advise.
Summarizing and Reflecting	Advisors actively summarize thoughts, ideas, and plans to allow for easier reflection. They should work to encourage constant reflection in an effort to continually improve.
Unlocking Limited Beliefs	Advisors bring outside knowledge, perspectives, and expertise. They are in a unique position to share and expand the points of view and beliefs of those they advise and work to develop perceptions and viewpoints beyond the student's own experience.
Staying Focused	Advisors prioritize, plan, and execute effectively while keeping track of goals and tasks at hand. When needed, an advisor should be the person reminding the team of the task and timeline.
Being Non-Judgmental and Open Minded	An advisor encourages open-mindedness and fosters an environment where all ideas are respected. An advisor is tasked with keeping thought paths open and unobstructed for those they advise while offering feedback in an unbiased way.
Giving Constructive Feedback	Advisors challenge thoughts and processes through careful criticism. An advisor should help to polish ideas of those they advise by offering insight and counterpoints that may go ignored.
Resisting the Temptation to Tell	An advisor is a facilitator of thought and conversation and should work to refrain from solving problems that are not theirs. Advisors are guides to good thinking rather than a source of answers and resolutions.

Job Responsibilities

Beta Theta Pi is committed to developing and maintaining positive relationships with the campuses that host our undergraduate chapters. With such a high turnover of leadership in chapters, navigating campus policies and relationships can be challenging. In some chapters the faculty advisor works directly with a single undergraduate officer; in other chapters the faculty advisor works with the entire exec team on an as-needed basis.

The Faculty Advisor is the primary link between the advisory team, the undergraduate officers, and the host campus. Some campuses have documented responsibilities for faculty advisors; it varies by campus. Specific responsibilities might include:

- Attending meetings hosted by the campus student affairs division or Greek Life office.
- Helping chapter officers with room and event registrations, including signing any paperwork required by the campus.
- Connecting chapter officers with various offices and resources on campus (e.g., student health services for mental wellness training; career center for a resume workshop).
- Aligning chapter goals and culture with broader campus trends and goals.
- Supporting the academic goals of the members and chapter.

Time Allocation

60% Work 1-on-1 with your designated chapter officer and other chapter officers and members, including attending trainings, chapter meetings and events (60%)

1. Maintain weekly contact with your associated chapter officer(s).
2. Meet 1-on-1 at least once a month with your associated chapter officer(s).
3. Attend at least one exec meeting per month.
4. Attend at least one chapter meeting a month.
5. Attend General Fraternity leadership development events such as Leadership Summit, Keystone Regional Leadership Conference, and Convention.

Communication and administrative work (20%):

1. Routine email correspondence, calls, and texts. Advisors are expected to return calls promptly and read and respond to emails regularly.
2. Review and follow up on leadership consultant visit reports and other correspondence from the Administrative Office.
3. Meet with the Leadership Consultant during his visit with the chapter.
4. Maintain regular communication with the Greek Life Office on campus.

Work with other members of the advisory team (20%)

1. Maintain regular communication with other members of the advising team.
2. Participate in advisor meetings and conference calls.
3. Actively see ongoing training provided through Beta Theta Pi and the host campus.
4. Build positive rapport with chapter members, volunteers and university staff by attending specified chapter and university programming.