

## TKE Chapter Advisor

### ➤ Role of the Chapter Advisor

- ◆ Ideally, should be a Teke; if not, may not participate in Ritual events
- ◆ Provide guidance, advice, support and assistance to the Chapter
- ◆ Provide continuity for the Chapter
- ◆ Available as needed by the Chapter and its members
- ◆ Serve as an Ex-Officio member of the Board of Advisors
- ◆ Coordinate and work with the Board of Advisors, Faculty Advisor, Chapter Alumni Association President ~ working with the Chapter should be a 'team' effort
- ◆ Enforce the laws, polices, etc. of the International Fraternity, Chapter Advisor, Chapter, school and the various governmental bodies
- ◆ Specifically works with the Officers and Committee Chairs responsible for the areas of Chapter finances (the Crysophylos), risk management (the Pylortes), membership recruitment (the Rush Committee); may provide additional support as requested by the Chapter
- ◆ Serves as an Ex-Officio member of the Chapter's Risk Management Committee

### ➤ Duties of the Chapter Advisor

- ◆ Assist and guide Chapter Officers
- ◆ Interview new Officers
- ◆ Attend Officer and Chapter meetings ~ at least once each month
- ◆ Attend TKE educational conferences and Conclave
- ◆ Conduct Chapter and Officer Retreats
- ◆ Supervise Ritual events
- ◆ Provide guidance in disciplinary issues
- ◆ Assist with new member recruitment ~ rush

04/19/02