



**University
of Dayton**

**Center for Student Involvement
Graduate Assistant
Fraternity & Sorority Life**

Center for Student Involvement

Fraternity and Sorority Life

Overview

The Office of Fraternity and Sorority Life, a part of the Center for Student Involvement, believes that well-developed fraternity/sorority life professionals entering the workforce will have a wide range rather than siloed experiences within a Sorority and Fraternity community of over 1000 members. Serving in the Office of Fraternity and Sorority Life for two years, the Graduate Assistant will be supervised by either the Director or the Assistant Director. They co-advise the four governing councils at the University of Dayton: College Panhellenic Council (CPC), Interfraternity Council (IFC), Multicultural Greek Council (MGC) and National Pan-Hellenic Council (NPHC)). The Graduate Assistants will also help plan and implement several community-wide programs, develop presentation and facilitation skills, and help craft their graduate experience to meet their professional goals. The Office of Fraternity and Sorority Life employs two graduate assistants.

Responsibilities (to be split between the two Graduate Assistants):

- Co-advise College Panhellenic Council (CPC) or Interfraternity Council (IFC) and attend weekly council and executive meetings, as well as NPHC or MGC.
- Advise the assigned CPC or IFC leadership positions.
- Assist with implementation of the CPC's primary and open recruitment processes or IFC's Fall and Spring Recruitment processes.
- Assist with implementation of all 4 councils' events.
- Serve as the chapter coach for assigned 5+ chapters ranging all four councils.
- Advise the Greek Week committee and assist in facilitating Greek Week events.
- Co-Advise the Inclusive Leaders for Equity, Advocacy, and Diversity (iLEAD) committee.
- Lead risk management and event registration for all values-based fraternities and sororities.
- Attend all Sorority and Fraternity Community meetings.
- Marketing efforts for council, community, and office initiatives which could include website development, publications, and marketing plans.

- Manage FSL Social media accounts and create the Monthly FSL Flyer, distributed to all members.
- Advising Order of Omega Honor Society.
- Assist in researching best practices for fraternities and sororities, implementing fraternity and sorority curriculum, reviewing the annual strategic plan, and updating the community on progress made.
- Advise and counsel individual students on issues related to their fraternity/sorority experience.
- Assist the Director and Assistant Director with leadership experiences, educational programming, and community-wide initiatives from all four values-based Sorority and Fraternity councils: CPC, IFC, MGC and NPHC.
- Remain up-to-date on all student organization event registration policies.
- Weekends and evening hours may be required.
- Fulfill other duties as assigned, including assisting with Center for Student Involvement initiatives.

Preferred Qualifications:

- Membership in a nationally recognized Greek-lettered organization.
- Experience as an officer of either a fraternity or sorority chapter or council
- Experience with CampusGroups or similar software

The Mission, Vision and Values of the Office of Fraternity and Sorority Life

Mission

The Office of Sorority and Fraternity Development is committed to building a community of fraternal organizations prepared to advance the fraternal movement on campus and within the greater University of Dayton and City of Dayton communities. We acknowledge the histories, experiences, cultures, and rituals of our chapters and their membership, and provide space to further their legacies – thereby respecting the dignity of every person. Through personal and professional coaching, we cultivate leaders who are accountable and able to advocate for themselves and those they serve through self-governance. The Office prioritizes the health and well-being of our students while crafting innovative opportunities for students to become productive global citizens.

Vision

Promoting greater citizens for social change, fostering impactful relationships, and striving for community excellence.

Values

Scholarship
 Leadership
 Civic Engagement
 Integrity
 Social Justice
 Accountability
 Friendship

Remuneration

- August 1, 2020-May 15, 2021: 20 hours/week. Some evening and weekend hours are required.
- Competitive stipend.
- Tuition remission for up to 24 credit hours or \$15,127
- Option for hourly summer employment
- University Healthcare

For more information contact:

Evan W. Englander

Director of Fraternity and Sorority Life

eenglander1@udayton.edu

Alexandra Smith, M.A.

Assistant Director of Fraternity and Sorority Life

asmith14@udayton.edu