

# COLLEGIATE OFFICER QUICK GUIDE

## vp: programming

vp: programming serves on the chapter management team (CMT) and Nominating Committee (Nom Com). Based on chapter committee structure and size, the vp: programming works with *(or fulfills the responsibilities of)*: the director of senior programming, the director of alumnae relations, the director of DG Dialogues and a programming committee. Chapters that have successful programming delegate and share the responsibilities. This spreads the love of programming, which is the heart of the chapter!

### RESPONSIBILITY

### RESOURCES

Adviser Recognition	<a href="#">Adviser Recognition Ideas</a> ; Adviser Ceremony (in <a href="#">Rituals Handbook</a> )
Alumnae Relations	send periodic newsletters to your alumnae
Article II Assessment & Chapter Goal Setting	<a href="#">Article II Chapter Goal Setting</a> ; <a href="#">Fraternity Standards</a>
Calendar Planning	<a href="#">Calendar Planning Guide</a>
Chapter Retreat	<a href="#">Chapter Retreat Planning Guidelines</a>
DG Dialogues	<a href="#">DG Dialogues Program Guide</a> ; <a href="#">How to Facilitate Small Groups</a>
Events with Alumnae	<a href="#">Collumnae Event Planning Guidelines</a>
Programming Committee	<a href="#">Collegiate Chapter Officers Manual (CCOM)</a>
Senior Programming	<a href="#">Senior Programming Recognition</a>
Sisterhood Activities	<a href="#">Virtual Programming &amp; Sisterhood</a> ; <a href="#">Do Good Week</a>
Slating, Elections, Transitions	<a href="#">Changing of the Tides Handbook</a>

### MARK YOUR CALENDAR

- Attend CMT/JCMT meetings.
- Check your Anchorbase Task List (daily).
- Chapter calendars are due to your RCS/CAC/NCC by these dates: March 1 for spring quarter; April 1 for fall semester/quarter; November 1 for spring semester or winter quarter.
- You (and your directors) will receive a programming newsletter every other week. Make sure you read this and make note of any changes to policies and procedures.
- Nom Com meetings.

### LINKS TO BOOKMARK

- All [DG Policies](#) listing
- [Anchorbase](#) (for tasks to submit, adviser contacts, your regional team volunteers, etc.)
- [12 Fraternity Standards](#)
- [eLearning](#) modules & [Delta Gamma Webinars](#)
- [Virtual Programming Guide](#)
- [Calendar Planning Guide](#)
- Check out the [Collegiate Chapter Officers Manual \(CCOM\)](#).

### DIVE DEEPER

- Regularly **survey your chapter members** to learn what kind of programs they are interested in having.
- Ever wonder why you are hosting a certain program? If a program or event doesn't support Article II, it's time to brainstorm for something new.
- Questions? Email DG's Director: Programming at [Programming@deltagamma.org](mailto:Programming@deltagamma.org).