

## COLLEGIATE OFFICER QUICK GUIDE

# vp: member education

The vp: member education serves on the chapter management team (CMT) and the Elections Committee. Based on chapter committee structure and size, the vp: member education works with *(or fulfills the responsibilities of)*: the director of new members, director of scholarship, director of rituals and a member education committee. Successful chapters host meaningful and enriching activities for the entire chapter, plan the New Member Pursuit weeks (if not months) in advance, execute a quality rituals program and continuously support the chapter's scholarship program.

RESPONSIBILITY	RESOURCES
Badge Orders	Badge Order Form
Big/Little Experience	Big/Little Promise Form; Bid Day Ideas (pg. 78)
Calendar Dates	Calendar Planning Guide
Campus Contacts & Resources	Campus Resource Worksheet
Collegiate Officer Dashboard	<a href="#">Collegiate Officer Dashboard</a>
Fraternity History	The Shield
New Member Pursuit	New Member Pursuit Facilitator Guide; New Member Pursuit Workbook; search 'New Member' in the DG library; HazingPrevention.org; Creating a Culture of Care FAQ and Troubleshooting
Pi Alpha, Initiation & Inspiration	Rituals Handbook; Initiation Authorization Guide; Pi Alpha Handbook & Initiation Handbook (these exist in print only and should never be sent online)
Rituals Program	Rituals Handbook; Initiation Authorization Guide; search 'Rituals' in the DG library
Scholarship Program	Scholarship Handbook

### MARK YOUR CALENDAR

- Attend CMT/JCMT meetings.
- Attend Elections Committee Meetings
- Check your Anchorbase Task List (daily).
- You (and your directors) will receive a member education newsletter every month. Make sure you read this!
- Visit the new member meetings and scholarship events.
- Your chapter's events ... members need to see you participating!

### LINKS TO BOOKMARK

- CMT Planning Tool
- All DG Policies listing
- [Anchorbase](#) (for tasks to submit, adviser contacts, your regional team volunteers, etc.)
- Fraternity Standards for Collegiate Chapters
- [eLearning](#) modules & Delta Gamma Webinars.
- Check out the Collegiate Chapter Officers Manual (CCOM) for the details on your role and your directors' responsibilities.

### DIVE DEEPER

- Your role is to educate the **entire chapter**, not just new members.
- Questions? Email DG's Director: Member Education at [membereducation@deltagamma.org](mailto:membereducation@deltagamma.org).
- You are responsible for submitting the Bid Day Plan and Big Sister/Little Sister Reveal Plan in Anchorbase. Need Bid Day apparel? Visit: [www.shophannahscloset.com](http://www.shophannahscloset.com)
- You are responsible for educating the chapter on the elections process. Review the Elections Handbook to ensure you feel confident about the elections process.

