

# WHO TO CONTACT AT THETA CHI FRATERNITY INTERNATIONAL HEADQUARTERS

**Phone:** 317-848-1856    **Fax:** 317-824-1908    **Emergencies Only:** 602-888-1856  
**General Inquiries:** [ihq@thetachi.org](mailto:ihq@thetachi.org)    **Foundation Inquiries:** [foundation@thetachi.org](mailto:foundation@thetachi.org)  
*Individual email addresses can be found on following page*

Address updates--individuals.....	Emma MacDougall, Edna White
Address updates--chapters.....	Nancy Knight, Alicia Ikerd
Alumni Ambassadors.....	Zack Brown
Alumni chapters/clubs.....	<a href="mailto:ihq@thetachi.org">ihq@thetachi.org</a>
Alumni Corporations: officer updates, establishing, operations.....	Bill Russo
Alumni events/receptions.....	John Berghoff
Alumni mailing lists.....	<a href="https://www.thetachi.org/membership-info-request">https://www.thetachi.org/membership-info-request</a>
Alumnus initiates.....	Alicia Ikerd, Joel Wendland
Amplify Theta Chi.....	Mitch Nolan
Archives.....	<a href="mailto:ihq@thetachi.org">ihq@thetachi.org</a>
Awards: applications, nomination forms, questions.....	<a href="mailto:awards@thetachi.org">awards@thetachi.org</a>
Badges: new initiates.....	Alicia Ikerd, Joel Wendland
Badges: special order.....	<a href="http://www.hjgreek.com">www.hjgreek.com</a>
Branding/visual standards.....	Nick Hoke, <a href="https://www.thetachi.org/visual-standards">https://www.thetachi.org/visual-standards</a>
Bylaws: alumni.....	Bill Russo
Bylaws: chapter.....	Ray Vanlanot
Bylaws: International....	Mike Mayer, Ray Vanlanot, <a href="https://www.thetachi.org/constitution-and-bylaws">https://www.thetachi.org/constitution-and-bylaws</a>
Chapter advisers.....	Zack Brown
Chapter Advisory Boards (CAB).....	Zack Brown
Chapter emergencies.....	Mike Mayer, Ray Vanlanot, Jim Powell
Chapter operations.....	Ray Vanlanot
Chapter Funds.....	John Berghoff
Charters: ordering, replacements.....	Amber Ray
Claims and Dispute Resolution Program.....	<a href="https://www.thetachi.org/claim-dispute-resolution">https://www.thetachi.org/claim-dispute-resolution</a>
Colonies, Interest Groups, Expansion.....	Ray Vanlanot, James Jackson
Constitution.....	Mike Mayer, Ray Vanlanot, <a href="https://www.thetachi.org/constitution-and-bylaws">https://www.thetachi.org/constitution-and-bylaws</a>
Convention.....	<a href="mailto:events@thetachi.org">events@thetachi.org</a>
Deceased: reporting, updating records.....	Emma MacDougall, Edna White
Directory of Theta Chi Fraternity.....	Amber Ray
Expansion.....	Ray Vanlanot, James Jackson
Expulsion: forms, procedure questions.....	Tara Dunn
Field Staff/Field Executive: all matters regarding.....	Mitch Nolan, Ray Vanlanot
Finances, financial records, payment plans.....	Jim Powell
Flags, ordering.....	Sara Jadrich
Foundation Chapter.....	John Berghoff
Gift items.....	<a href="https://findgreek.com/thetachi">https://findgreek.com/thetachi</a>
Grand Chapter officer visits/special events.....	Laura Lockwood
GreekLife.Edu.....	Rebecca Easterling
House Corporations: officer updates, establishing, operations.....	Bill Russo
Housing Issues.....	Bill Russo
Insurance, liability.....	Jim Powell
Initiative Academy.....	<a href="mailto:events@thetachi.org">events@thetachi.org</a>
Initiation: fees, materials, requests.....	Alicia Ikerd
Initiation: Ritual.....	Any initiated member of the IHQ staff
International events.....	<a href="mailto:events@thetachi.org">events@thetachi.org</a>
Jewelry orders.....	<a href="http://www.hjgreek.com">www.hjgreek.com</a>
Loans: house, Life Safety, emergency.....	Jim Powell, Bill Russo
Mailing lists.....	<a href="https://www.thetachi.org/membership-info-request">https://www.thetachi.org/membership-info-request</a>
Marshals Summit.....	Bryan Alig
Membership certificates (shingles).....	Alicia Ikerd, Joel Wendland
Membership cards.....	Alicia Ikerd, Joel Wendland
Membership records.....	Alicia Ikerd, Joel Wendland
News: Reporting/Submitting, chapter or alumni.....	<a href="mailto:news@thetachi.org">news@thetachi.org</a>
Newsletters.....	Nick Hoke

Norwich Housing Corporation .....	Bill Russo
OmegaFi questions.....	Joel Wendland, Alicia Ikerd
Pledge registration: fees, forms, and materials.....	Alicia Ikerd
Press releases.....	Ben Hill
Public Ritual: copies of.....	<a href="https://www.thetachi.org/public-ceremonies">https://www.thetachi.org/public-ceremonies</a>
Public Ritual: ceremony questions .....	<a href="mailto:ihq@thetachi.org">ihq@thetachi.org</a>
Probation chapters.....	Tara Dunn, Ray Vanlanot
Property insurance.....	Jim Powell
The Rattle .....	<a href="mailto:rattle@thetachi.org">rattle@thetachi.org</a>
Recognition/awards for individuals.....	<a href="mailto:awards@thetachi.org">awards@thetachi.org</a>
Recolonization of inactive chapters .....	Ray Vanlanot, James Jackson
Recruitment recommendations .....	James Jackson
<i>The Resolute Journey</i> .....	Bryan Alig
Resolute Man.....	Bryan Alig
Ritual Books: ordering/replacement procedure.....	Joel Wendland, Sara Jadrich
Ritual: questions regarding ceremonies.....	Any initiated member of the IHQ staff
Robes: ordering and information .....	Sara Jadrich
Sacred Purpose/Health and Safety matters .....	Rebecca Easterling
Safety Standards Manual.....	<a href="https://www.thetachi.org/risk-management-verification">https://www.thetachi.org/risk-management-verification</a>
Safety Standards: questions/procedures.....	Ray Vanlanot, Tara Dunn
Sasser Presidents Conference .....	Joel Wendland, Ray Vanlanot
Scholarship: Sherwood and Janet Roberts Blue Memorial Scholarship .....	John Berghoff
Scholarship: Victor Simon Memorial Scholarship.....	John Berghoff
Scholarship: Dale A. Slivinske Memorial Scholarship.....	Joel Wendland
Social media.....	Nick Hoke
Sportswear, clothing .....	<a href="https://findgreek.com/thetachi">https://findgreek.com/thetachi</a>
Suspensions: forms, procedures, questions .....	Tara Dunn
Tax ID number for chapters.....	Jim Powell
University relations.....	Ray Vanlanot
USO/Operation Military Red.....	Nick Hoke
Vice President of Health & Safety Conference .....	Rebecca Easterling
Visual standards.....	<a href="https://www.thetachi.org/visual-standards">https://www.thetachi.org/visual-standards</a>
Volunteer workshops/conferences.....	Zack Brown
Website questions or problems.....	Nick Hoke

---

**Email addresses of all headquarters staff members**

Bryan Alig, <a href="mailto:balig@thetachi.org">balig@thetachi.org</a>	Sara Jadrich, <a href="mailto:sara@thetachi.org">sara@thetachi.org</a>
John Berghoff, <a href="mailto:jberghoff@thetachi.org">jberghoff@thetachi.org</a>	Mike Mayer, <a href="mailto:mmayer@thetachi.org">mmayer@thetachi.org</a>
Zack Brown, <a href="mailto:zbrown@thetachi.org">zbrown@thetachi.org</a>	Emma MacDougall, <a href="mailto:emacdougall@thetachi.org">emacdougall@thetachi.org</a>
Daniel Conner, <a href="mailto:dconner@thetachi.org">dconner@thetachi.org</a>	Daniel Mendoza, <a href="mailto:dmendoza@thetachi.org">dmendoza@thetachi.org</a>
Tara Dunn, <a href="mailto:tdunn@thetachi.org">tdunn@thetachi.org</a>	Mitch Nolan, <a href="mailto:mnolan@thetachi.org">mnolan@thetachi.org</a>
Rebecca Easterling, <a href="mailto:reasterling@thetachi.org">reasterling@thetachi.org</a>	Jim Powell, <a href="mailto:jpowell@thetachi.org">jpowell@thetachi.org</a>
Derek Hatzenbuehler, <a href="mailto:derekh@thetachi.org">derekh@thetachi.org</a>	Amber Ray, <a href="mailto:amber@thetachi.org">amber@thetachi.org</a>
Ben Hill, <a href="mailto:bhill@thetachi.org">bhill@thetachi.org</a>	Jorge Robles, <a href="mailto:jrobles@thetachi.org">jrobles@thetachi.org</a>
Nick Hoke, <a href="mailto:nhoke@thetachi.org">nhoke@thetachi.org</a>	Bill Russo, <a href="mailto:bill@thetachi.org">bill@thetachi.org</a>
James Hutzler, <a href="mailto:jhutzler@thetachi.org">jhutzler@thetachi.org</a>	Keelie Souders, <a href="mailto:ksouders@thetachi.org">ksouders@thetachi.org</a>
Alicia Ikerd, <a href="mailto:aikerd@thetachi.org">aikerd@thetachi.org</a>	Brandon Taylor, <a href="mailto:btaylor@thetachi.org">btaylor@thetachi.org</a>
James Jackson, <a href="mailto:jjackson@thetachi.org">jjackson@thetachi.org</a>	Ray Vanlanot, <a href="mailto:ray@thetachi.org">ray@thetachi.org</a>
Nancy Knight, <a href="mailto:nknight@thetachi.org">nknight@thetachi.org</a>	Joel Wendland, <a href="mailto:jwendland@thetachi.org">jwendland@thetachi.org</a>
Kofi Ladans, <a href="mailto:kladans@thetachi.org">kladans@thetachi.org</a>	Edna White, <a href="mailto:ewhite@thetachi.org">ewhite@thetachi.org</a>
Laura Lockwood, <a href="mailto:llockwood@thetachi.org">llockwood@thetachi.org</a>	

---

Is your topic not covered here? Still not sure who you need to contact? Send a detailed email to [ihq@thetachi.org](mailto:ihq@thetachi.org). It will be read and forwarded to the appropriate staff person. If your inquiry is about Foundation Chapter matters, email [foundation@thetachi.org](mailto:foundation@thetachi.org).

**www.thetachi.org & myOX Resource Center:** Many documents and resources can be found in these locations. If you need additional assistance, please send an email to [ihq@thetachi.org](mailto:ihq@thetachi.org) and let us know how we can help you.