



# DELTA UPSILON

## INTERNATIONAL FRATERNITY

### **BROTHERHOOD CHAIRMAN POSITION DESCRIPTION**

#### POSITION FUNCTION

The primary responsibilities of the Brotherhood Chairman and Committee are to oversee and organize brotherhood programming in order to increase chapter motivation, collaboration between classes, and building a stronger community between brothers. The position reports to the Vice President of Membership Education.

#### PRINCIPLE RESPONSIBILITIES

- Lead, plan, organize and execute brotherhood building activities for chapter.
- Create calendar of brotherhood events for each semester/term.
- Plan and organize at least two events per month for chapter.
- Set and manage brotherhood budget.
- Structure and organize Brotherhood Committee to plan and execute events for the chapter.
  - Hold weekly meeting with Committee
  - Appoint at least 3-5 members of the Committee (depending on size of chapter)
- Establish measurable goals for position
- Create recognition program to recognize and spotlight weekly, monthly, semesterly/quarterly, and yearly accomplishments of individual brothers and/or chapter (i.e. Brother of the Week, Brother Who Embodied of the Four Founding Principles, etc.).
- Document attendance at each brotherhood event.
- Conduct regular meetings with VP of Membership Education to establish weekly tasks and check-in on progress with semesterly/quarterly goals.
- Develop and maintain a detailed account of brotherhood activities and compile an officer notebook to educate future officers and committee members.
- Annually/biannually survey chapter members to determine what types of brotherhood activities they would like to do.