



FORGING THE FUTURE

Position Type: Employee Agreement

FLSA Status: Exempt

Reports To: Director of Chapter Services

Supervisory Responsibilities: None

Job Summary

Chapter Leadership Consultants are coaches, connectors, and ambassadors of Delta Tau Delta who partner with undergraduate chapters to develop leaders, strengthen chapter operations, and advance the Fraternity's mission of *Committed to Lives of Excellence*. Through personalized coaching, authentic relationships, and the sharing of organizational knowledge and best practices, consultants empower undergraduate leaders to achieve continuous improvement while living the values of Truth, Courage, Faith, and Power.

As direct representatives of the Fraternity, consultants serve as the bridge between undergraduate chapters and the Central Office, helping every chapter make meaningful, sustainable progress through education, accountability, and leadership development.

Essential Duties & Responsibilities

Chapter & Colony Development

- Partner with undergraduate chapters and colonies as the primary Central Office representative, building authentic relationships with officers, members, alumni volunteers, and regional volunteers.
- Coach undergraduate leaders in chapter operations, finance, recruitment, retention, programming, risk management, and officer development through personalized education and ongoing support.
- Promote sound financial stewardship by reviewing chapter financial health, identifying opportunities for improvement, and connecting officers with resources that support long-term sustainability.
- Empower chapter leaders through officer transitions while fostering the integration of Delta Tau Delta's *Ritual*, mission, and values into chapter operations and decision making.
- Partner with chapters to establish goals that strengthen recruitment, member retention, risk reduction, and overall chapter performance.
- Coach chapters through the Fraternity Awards and Accreditation Report (FAAR) process, encouraging continuous improvement while supporting timely submissions and recognition opportunities.
- Encourage meaningful participation in the Delt Brotherhood Survey and help chapters use assessment data to make informed decisions that enhance the undergraduate experience.
- Support colonies in developing strong organizational foundations, preparing charter petitions, and creating sustainable leadership practices that position them for long-term success.



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Expansion & Growth

- Lead expansion initiatives by cultivating values-based organizations through recruitment, officer development, leadership coaching, and strategic planning.
- Build relationships with students, campus partners, and university communities to identify prospective members and generate interest in Delta Tau Delta.
- Recruit prospective members through relationship-centered outreach, networking, presentations, and intentional follow-up.
- Facilitate leadership development, officer education, and volunteer engagement that empowers new colonies to establish healthy and sustainable operations.
- Represent and promote Delta Tau Delta through campus engagement, community involvement, and professional use of social media.

Reporting & Communication

- Communicate observations, recommendations, and action plans through timely written reports that support chapters, volunteers, and the Central Office.
- Maintain consistent communication with Central Office staff and supervisors to provide updates, collaborate on chapter support strategies, and share emerging trends.
- Complete expense reports, mileage logs, and administrative responsibilities in accordance with Fraternity policies.
- Provide ongoing updates regarding chapter and colony progress, challenges, and opportunities for continued development.
- Recruit, identify, and mentor prospective candidates for the Chapter Leadership Consultant Program, strengthening the future of the consultant team.

National Programs & Organizational Support

- Assist in the planning and delivery of national leadership experiences and educational programs, including PresX, COMPASS, Emerge, and Karnea.
- Represent Delta Tau Delta with professionalism and integrity at conferences, conventions, campus programs, and organizational events.
- Champion the Life of Excellence member development framework by integrating its principles into chapter visits, educational programming, and leadership conversations.
- Encourage chapter engagement with the Fraternity's national philanthropic partner, Breakthrough T1D, and other organizational initiatives.
- Collaborate with staff, volunteers, alumni, and campus partners to advance the Fraternity's strategic priorities and enhance the undergraduate member experience.
- Perform additional responsibilities that support the mission and strategic objectives of Delta Tau Delta.



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Guiding Principles

Chapter Leadership Consultants...

- Meet chapters where they are.
- Build authentic relationships before offering solutions.
- Coach undergraduate leaders toward sustainable success.
- Share ideas, resources, and best practices from across the Fraternity.
- Represent Delta Tau Delta with professionalism and integrity.
- Empower every chapter to become stronger than it was before.

Competencies

The Leadership Consultant role requires a blend of business sense, interpersonal skills, and personal attributes, including:

Professional Skills

- Accountability
- Action Orientation
- Resourcefulness
- Prioritization & Time Management
- Directing Work
- Initiative
- Learning Agility

Interpersonal Skills

- Collaboration
- Communication
- Relationship Building
- Motivating Others
- Giving & Receiving Feedback
- Emotional Intelligence

Personal Attributes

- Leadership
- Adaptability
- Resilience
- Grit
- Authenticity
- Confidence & Presence

Other Responsibilities

- Travel extensively (approximately 85% of the year, nine months) throughout the contiguous United States by car or plane.
- Flexibility to work evenings and weekends as required by chapter visits and events.



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- Serve as a representative and ambassador of Delta Tau Delta in all professional interactions.

Minimum Eligibility Requirements

Applicants must:

- Be an initiated member in good standing with Delta Tau Delta.
- Have earned a bachelor's degree prior to the start of employment.
- Be willing and able to travel extensively throughout the academic year.
- Possess a valid driver's license and be eligible to operate a motor vehicle.
- Demonstrate the ability to professionally represent Delta Tau Delta to undergraduate members, volunteers, university partners, and alumni.

Preferred Qualifications

While no prior leadership position is required, successful candidates typically demonstrate:

- Leadership experience within their chapter, campus, or community (e.g., chapter officer, IFC officer, student organization leader, orientation leader, resident assistant, etc.).
- Excellent written, verbal, and interpersonal communication skills.
- The ability to build authentic relationships and develop strong networks of support.
- A solution-oriented mindset, resilience, and adaptability when navigating challenges.
- Strong organizational skills, including the ability to prioritize responsibilities and manage multiple tasks effectively.
- Initiative, self-motivation, and the ability to work independently while maintaining accountability.
- Coachability, a commitment to continuous learning, and a desire to receive and apply feedback.
- A strong work ethic, personal integrity, and a commitment to holding themselves to a high standard.
- A passion for developing undergraduate leaders and representing Delta Tau Delta with professionalism.
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Characteristics of Successful Consultants

The most successful Chapter Leadership Consultants are individuals who:

- Lead with character and integrity.
- Build trust through authentic relationships.
- Meet chapters where they are and help them achieve continuous improvement.
- Coach and empower others rather than solving problems for them.
- Represent Delta Tau Delta with professionalism, humility, and enthusiasm.
- Embrace feedback and pursue excellence in all aspects of their work.



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Living Our Mission and Values

Every Chapter Leadership Consultant serves as a visible representative of Delta Tau Delta.

Consultants are expected to embody the Fraternity's mission of Committed to Lives of Excellence by demonstrating the values of:

Truth: Communicate honestly, provide constructive feedback, and model integrity.

Courage: Address challenges directly, hold others accountable, and embrace difficult conversations with professionalism.

Faith: Believe in the potential of every chapter and undergraduate leader while fostering trust through authentic relationships.

Power: Empower others through education, coaching, and leadership development, helping chapters create meaningful and lasting change.

Success in this role is measured not only by chapter visits completed, reports submitted, or programs delivered, but by the leaders empowered, the relationships developed, and the lasting improvements chapters continue to achieve after each consultant visit.

Physical Demands

While performing job responsibilities, the employee is required to talk, hear, see, sit for extended periods, stand, bend, walk, use hands and fingers to handle and feel, and lift up to 40 lbs. Vision requirements include both close and distance vision.

Compensation

The salary range for this position is \$38,000–\$41,000 annually. Exact compensation may vary based on the candidate's geographic location and will comply with applicable state and local laws, including minimum exempt salary thresholds.

Benefits & Development: Leadership Consultants gain extensive professional development, national networking opportunities, and the chance to make a lasting impact on the Fraternity's members and future.

Acknowledgment

This job description summarizes the typical functions of the role but is not exhaustive. Leadership Consultants may be assigned other duties as needed. The position is not a contract for employment, and either the employee or employer may terminate employment at any time, for any reason. Management reserves the right to revise this description at any time.