



VICE PRESIDENT OF MEMBERSHIP EDUCATION

POSITION FUNCTION:

The vice president membership education serves on the executive council and assumes the role of the president in the event that he is unable to perform his duties. He is responsible for all educational programming and activities which promote the Fraternity's purposes and ideals.

PRINCIPLE RESPONSIBILITIES:

- Serve as an executive council officer within the chapter. Attend executive council meetings and contribute input as to the advancement of the Fraternity.
- Develop a written membership education program which includes a monthly agenda of activities.
- Schedule a minimum of one guest speaker per month to speak on topics of educational value to the membership.
- Sponsor two workshops per year with another fraternity, sorority, or campus organization.
- Sponsor or attend cultural events twice a year.
- Create a chapter activity directory, where members' activities and honorary memberships are posted and updated regularly.
- Ensure that the chapter is an active part of the Greek community and attends all IFC meetings.
- Develop and maintain a detailed account of membership education activities and compile an officer notebook to educate future officers.
- Develop position goals and budget.
- Properly and adequately train all assistants and replacements.