

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
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.
- 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
- You are responsible for educating the chapter on the elections process. Review the [Elections Handbook](#) to ensure you feel confident about the elections process.