

COLLEGIATE OFFICER QUICK GUIDE

vp: programming

vp: programming serves on the chapter management team (CMT). Based on chapter committee structure and size, the vp: programming works with *(or fulfills the responsibilities of)*: the director of senior programming, the director of alumnae relations, the director of DG Dialogues and a programming committee. Chapters that have successful programming delegate and share the responsibilities. This spreads the love of programming, which is the heart of the chapter!

RESPONSIBILITY

RESOURCES

Adviser Recognition	Adviser Recognition Ideas ; Adviser Ceremony (in Rituals Handbook)
Alumnae Relations	send periodic newsletters to your alumnae
Article II Assessment & Chapter Goal Setting	Article II Chapter Goal Setting ; Fraternity Standards
Calendar Planning	Calendar Planning Guide
Chapter Retreat	Chapter Retreat Planning Guidelines
DG Dialogues	DG Dialogues Program Guide ; How to Facilitate Small Groups
Events with Alumnae	Collumnae Event Planning Guide
Programming Committee	Collegiate Chapter Officers Manual (CCOM)
Senior Programming	Senior Programming and Recognition
Sisterhood Activities	Multi-Purpose Programming Guide ; Do Good Week

MARK YOUR CALENDAR

- Attend CMT/JCMT meetings.
- Check your Anchorbase Task List (daily).
- Chapter calendars are due to your Collegiate Success Specialist (CSS) by these dates: **May 1 for fall semester/quarter; November 1 for spring semester/winter quarter; March 1 for spring quarter.**
- You (and your directors) will receive a programming newsletter every month. Make sure you read this!

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](#)
- [Virtual Programming Guide](#)
- [Calendar Planning Guide](#)
- Check out the [Collegiate Chapter Officers Manual \(CCOM\)](#).

DIVE DEEPER

- Regularly **survey your chapter members** to learn what kind of programs they are interested in having.
- Ever wonder why you are hosting a certain program? If a program or event doesn't support Article II, it's time to brainstorm for something new.
- Questions? Email DG's Director: Programming at Programming@deltagamma.org.