

# COLLEGIATE OFFICER QUICK GUIDE

## vp: Panhellenic

The vp: Panhellenic acts as the voice for the chapter on all Panhellenic matters. This position serves on the chapter management team (CMT) and is the chapter's representative to the College Panhellenic (CPH). Based on chapter size, the vp: Panhellenic works with *(or fulfills the responsibilities of)*: the director of interfraternal activities and the alternate Panhellenic delegate. They exchange ideas, programs and information among collegiate chapters, the CPH and the National Panhellenic Conference (NPC).

### RESPONSIBILITY

### RESOURCES

College Panhellenic Recruitment Rules (educating the chapter)	College Panhellenic recruitment documents - request these from your campus' Panhellenic Executive Board
Interfraternal Activities	<a href="#">Collegiate Chapter Officers Manual (CCOM)</a>
Fraternity/Sorority Advisor (FSA) and University Staff Relations	<a href="#">Anchored in Panhellenic Resource Guide</a>
Panhellenic Meetings (updating the chapter)	Share a high-level overview of Panhellenic meeting minutes during the next chapter meeting
Panhellenic Meeting Minutes	<a href="#">Calendar Planning Guide</a>
Panhellenic Voting	<a href="#">Anchored in Panhellenic Resource Guide</a>
Positive Panhellenic Relations	Calendar Planning Guide; Anchored in Panhellenic Resource Guide
Uphold and Educate on DG and NPC Policies	<a href="#">NPC Manual of Information (MOI)</a> ; documents from your campus CPH; <a href="#">All DG Policies and Procedures</a>

### MARK YOUR CALENDAR

- Attend CMT/JCMT meetings.
- Check your Anchorbase Task List.
- Panhellenic meetings.
- You (and your directors) will receive a Panhellenic newsletter every other week. Make sure you read this and make note of any changes to policies, procedures or best practices.
- #IAmASororityWoman campaign: every January and August.
- Your chapter's events ... members need to see you participating!

### LINKS TO BOOKMARK

- All [DG Policies](#) listing
- [Anchorbase](#) (for tasks to submit, adviser contacts, your regional team volunteers, etc.)
- Uphold the [12 Fraternity Standards](#) in all that you do.
- [eLearning](#) modules
- Check out the [Collegiate Chapter Officers Manual \(CCOM\)](#) for the details on your role and your directors' responsibilities.

### DIVE DEEPER

- Explore ways to create connections between your chapter and other sororities and fraternities on campus (especially those outside of IFC or Panhellenic).
- Wondering how to foster a sense of Panhellenic spirit? Highlight upcoming events during your chapter meetings and how your chapter can show support!
- The Manual of Information is updated annually by NPC, and has everything you need to know!
- Check in regularly with your region's Panhellenic Support Specialist (PSS).