

IGA-MIP-119 Graduate Advisor 101 – Supplemental Document

INTRODUCTION

Sorors responsible with the task to positively influencing, nurturing and developing the members of the undergraduate chapters share an interconnection between the various key roles.

While this is a shared responsibility for all members, sorors specifically tasked with this responsibility include: the Graduate Advisor, the Graduate Chapter Basileus, and the Regional Director.

The Graduate Advisor is one of the most important roles in the perpetuation of our sorority. The lifeline of the dream of our Founders rests with our undergraduate sorors, and it is the Graduate Advisor who provides guidance, direction, and supervision to assure the continued legacy of our beloved sisterhood.

ROLES AND RESPONSIBILITY OF THE GRADUATE ADVISOR

Prior to being considered a soror must be eligible to run for the position.

Below is the qualifications/eligibility requirements that sorors must meet prior to election to the role of Graduate Advisor or to serve on the Graduate Advisory Committee.

Eligibility requirements include:

The Graduate Advisor must have been a member of the Graduate Chapter for at least two years (24 consecutive months).

- o Never suspended for hazing.
- o Must be five years post graduate from an undergraduate college or university program.
- o Must have attended one of the last two Boules or one of the last two Regional Conferences.
- o Must be certified to serve in the position by having attended the Directorate approved Alpha Kappa Alpha Sorority, Inc. Graduate Advisor Certification Program.

o Must have a willingness to work with and have a genuine interest in undergraduate sorors.

THE ROLE OF THE GRADUATE ADVISOR

Closely supervise undergraduate sorors

Liaise regularly with the following:

- o Regional Director,
- o Graduate chapter Basileus,
- o Graduate Chapter (providing monthly report during chapter meetings),
- o Graduate chapter,
- o Campus officials,

The Graduate Advisor chairs Graduate Advisory Committee.

The Graduate Advisor is an ex-officio member of all the undergraduate chapter committees.

The Graduate Advisor is a member of the Graduate Chapter's Executive Committee.

RESPONSIBILITY OF GRADUATE ADVISOR

The key activities the graduate advisor is responsible for include, but are not limited to, the following:

- Approve all printed and social media materials.
- Review language on initiation jackets.
- Stay current with the sorority policies and procedures.
- Review content for the Step shows, and performances etc.
- Promote respect between undergraduate sorors and graduate sorors.
- Co-sign on undergraduate bank account and end of the year reports.
- Attend all undergraduate chapter meetings, programs and fundraisers.
- Encourage undergraduate sorors to attend sorority conferences and meetings that will enhance chapter operations and personal growth.

ROLES AND RESPONSIBILITY OF THE GRADUATE CHAPTER

As the sponsoring chapter the Graduate Chapter must supervise the undergraduate chapter by providing a Graduate Advisor.

Therefore, there must be regular communication to the chapter from the Graduate Advisor.

The responsibilities of the Graduate Chapter are limited to the following:

- Select a suitably eligible and qualified soror for the role of Graduate Advisor.
- The chapter Basileus must appoint members of the Graduate Advisory Committee.
- Graduate chapter members should be available to assist with the mentoring of undergraduates, (if selected by the chapter Basileus with recommendation from the Graduate Advisor).

ROLES AND RESPONSIBILITY OF THE REGIONAL DIRECTOR

The Regional Director is responsible for the direct supervision of all chapters within her Regions.

ROLES

- She serves on the sorority's Board of Directors.
- She presides over all conferences and regional meetings:
 - Undergraduate Roundup/Retreats,
 - Cluster Meetings,
 - Regional Conferences,
- Serves at a delegate
- Approves all Undergraduate Membership Intake processes and candidates

RESPONSIBILITY

- Supervises all chapters within the region.
 - Analyse problematic situations and occurrences.
 - Provide solutions to help ensure the chapter's growth and survival.
- Establishes new chapters within the region.
- Communicates updated notifications.
- Provides strategic advice that helps to promote the sorority's mandates and address any other responsibilities that may arise.

QUESTIONS:

1. To participate in the Graduate Advisors' Certification process, the soror must have graduated how many years prior?"
2. If a soror was suspended for hazing, how may she become a candidate for graduate advisor?
3. How many years must a soror be a member of her graduate chapter before being elected as a Graduate Advisor?
4. The Graduate Advisor is the liaison between which whom?
5. Who is responsible for approving all Undergraduate Membership Intake processes and candidates?
6. Who selects the Graduate Advisor for the Undergraduates?
7. What role does a graduate chapter play in supporting an undergraduate chapter?
8. Who determines what role, if any, the chapter members play in mentoring undergraduates?
9. Which meetings does the Regional Director preside over?
10. Two main ways the Regional Director encourages growth in the Region are:

CONCLUSION:

The collaborative efforts of the Graduate Advisor, the undergraduate chapter and the Regional Director are intended to help ensure perpetuity of our sisterhood. However, this would only be realized through purposeful commitment by those involved in encouraging life long active membership on the undergraduate level.

Serving as a Graduate advisor is challenging and yet extremely rewarding.