

High Iota – Risk Manager

Job Overview

The High Iota (Risk Manager) of each chapter/colony is responsible for identifying risks and threats to members, guests, and the overall chapter. The position requires that the elected individual spend most of his time and energy educating members about these risks and assisting the chapter/colony in reducing its exposure. The High Iota is also responsible for holding all High Zeta Officers accountable to all necessary event planning policies and procedures. This position is for people who are trustworthy, deadline driven, and begin with the end in mind to ensure the health and wellness of all members and guests.

Strategic Work for Chapter Support Coach

- Overseeing and delivering health and wellness programming for the chapter/colony
- Coordinating the implementation of safety measures for all social, philanthropic, and community service events; recreational functions; kitchen operations; house management and fire safety

Functional Responsibilities and Deliverables

Specifically, this role is responsible for the following:

- Reviewing and educating all members on Lambda Chi Alpha, campus, state, and local laws and policies
- Managing the chapter/colony's sober monitor program
- Evaluating, updating, and educating all members on the chapter/colony's crisis management plan
- Reporting all incidents and injuries of members and guests through Lambda Chi Alpha's online reporting system or through the chapter/colony's assigned Chapter Support Coach, Health & Wellness Coach, or Expansion Development Specialist
- Implementing all event planning guidelines and ensuring all officers complete event planning processes and procedures
- Evaluating, maintaining, and educating a house and fire safety program that includes fire drills and safety inspections
- Creating a brotherhood and/or social contract around chapter/colony specific risk issues for all members to review and sign
- Serving as a liaison for external health and wellness partnerships

Competencies

The competencies and behaviors that have been specifically sorted as priorities for this job are:

Business	Team	Personal development
<ul style="list-style-type: none">• Accountability• Adaptability• Decision Quality	<ul style="list-style-type: none">• Conflict Management• Direct Work• Establish Priorities	<ul style="list-style-type: none">• Confidence• Integrity• Resilience

Other Responsibilities

- Acting as representative of the chapter/colony.
- Working with various constituents in achieving chapter/colony initiatives.
- Adhering to and enforcing all applicable organization policies, procedures, and practices.
- Using the Zeta Management System.

Desired Qualifications

Individuals running for this position must be an Associate or Initiated Member of the chapter/colony. Previous external leadership experience is preferred, but all members are welcome to run for this role. Candidates must be assertive, collaborative and have high integrity.

The position requires at least 10 hours of time each week, and job responsibilities and tasks for this position are subject to change based on the needs of the chapter/colony and at the discretion of the High Alpha.