

High Pi – Alumni Advisor

Job Overview

The High Pi (Alumni Advisor) of each chapter/colony is responsible for providing general guidance and assistance for chapter programs and operations. The position requires that the elected individual spend most of his time serving as a resource to the chapter president and mentor to other chapter members and officers. The High Pi is also responsible managing the chapter/colony's Advisory Board and its members. This position is for people who are trustworthy, realistic, and operate with a high level of integrity.

Strategic Work for Chapter Support Coach

- Serving as the chapter/colony's chief judicial officer and chair of the advisory board

Functional Responsibilities and Deliverables

Specifically, this role is responsible for the following:

- Attending all Executive Committee meetings as a voting member (in person or virtually)
- Chairing formal disciplinary meetings, as needed
- Attending all chapter meetings, or identifying and sending a proxy
- Attending all High Zeta meetings, or identifying and sending a proxy
- Coaching and mentoring the High Alpha and other officers, as needed
- Attending Ritual and other ceremonies
- Scheduling and running advisory board meetings
- Recruiting, appointing, managing, and dismissing advisors, as needed
- Participating in webinars, conference calls, and trainings hosted by the Office of Administration
- Communicating with the House Corporation, as applicable
- Scheduling regular meetings with the Fraternity and Sorority Life or Student Affairs office
- Presiding over the High Zeta commissioning ceremony
- Reviewing and certifying the chapter's bylaws
- Completing the High Pi appointment process

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">• Adaptability• Communication	<ul style="list-style-type: none">• Balance Stakeholders• Conflict Management• Create Trust• Feedback• Mentorship	<ul style="list-style-type: none">• Credibility• Integrity• Perspective

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 Lambda Chi Alpha and have held alumni status for at least 5 years. Candidates must be able to manage tough conversations with and have a passion for mentoring undergraduate students.

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 Grand High Pi.

OFFICE OF ADMINISTRATION

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