

STUDENT ORGANIZATIONS

GETTING STARTED AS A STUDENT ORGANIZATION LEADER

Congratulations on your new leadership role! As an organization leader, your job is to engage the rest of the officers, as well as the members of your organization. Below are great ideas to get started:

1. MEET WITH THE PREVIOUS LEADER

Meeting with your predecessor can provide you with great insight into how the organization was run, and what will be expected of you.

Things to ask your predecessor:

- What is the first thing I should do in my position?
- How often do you hold officer and chapter meetings?
- Where did you experience difficulties? Do you have suggestions on how to improve?
- What does the organization advisor do?

Feel free to reach out to the Office of Student Affairs to coordinate a virtual meeting with your predecessor.

2. SET YOUR LEADERSHIP GOALS

Ask yourself - what do I want to accomplish this year? Once you know where you want to take the student organization, share your goals with the rest of the officers to ensure everyone is onboard and ready to take action.

3. MEET WITH THE OTHER STUDENT OFFICERS

Have a kickoff meeting with the new officer board. This is a time to get to know each other and set goals for each officer. Talk about what you want to

accomplish for the whole year and work to create an annual plan. Be sure to review the requirements in the Chapter Standards Handbook, and incorporate them into your goals and annual plan.

Annual plans need to be sent to the Office of Student Affairs no later than February 1.

4. REVIEW AND UPDATE THE ORGANIZATION CONSTITUTION

An annual review of the organization constitution is required to meet active chapter standing. Reviewing the constitution will allow all officers to better understand how the organization operates. Provide any updates to The Office of Student Affairs before kicking off the year.

The updated constitution is due to The Office of Student Affairs no later than February 1.

5. HAVE FUN!

Set the tone for the officer board and members. This is supposed to be a great learning and networking experience. Embrace the fun and incorporate it into your leadership. If at any time you feel overwhelmed by your leadership role, please contact your Chapter advisor or the Office of Student Affairs to chat about our options.