

## **PROJECT DIRECTOR FOR COLLEGIATE SUSTAINABILITY**

The Grand Vice President for Collegiate Affairs (GVPCA) shall recognize when a newly Chartered Collegiate Chapter and/or established Collegiate Chapters in need of additional assistance is consuming more time than allows for effective management of expansion in addition to the day-to-day duties of the Collegiate Affairs office. The GVPCA should promptly address the issue with the Executive Council (EC) to ask for their support in recruiting candidates for Project Director for Collegiate Sustainability.

### **Qualifications:**

Qualifications to serve as Project Director for Collegiate Sustainability include membership as a Brother in good standing within the Fraternity. It is highly recommended that the individual be effective with time management and that accepting this position would not interfere with personal or professional obligations. Candidates should be knowledgeable in Collegiate Chapter operations, recruitment, Candidate education, and membership engagement. It is preferable for the candidate to be familiar with chapter chartering or have made a commitment to become fluent in the process.

Candidates for the position must submit a written application for Project Director to the Executive Director and GVPCA for the EC's review.

### **Appointment/Term:**

The Project Director for Collegiate Sustainability will be appointed by the Grand President according to the Fraternity's Constitution. The appointment shall last either two years or until the term of the current EC is complete at which time it will be the decision of the current/new EC to appoint/re-appoint Project Director for Collegiate Sustainability. Appointment will be considered and made only if there is a recognized need for assistance and not merely to fill the position.

### **Duties/Expectations:**

The Project Director for Collegiate Sustainability shall be/become an expert in Collegiate Chapter sustainability. The Project Director collaborates with the GVPCA to complete the follow-up process with new chapters post-Chartering and active Chapters in need of assistance. Some assigned tasks may include:

- Communicating with the Project Director for Collegiate Expansion and Colony Coordinator(s) as to the progress of Colony Chapters
- Conducting follow-up meetings with newly chartered/re-chartered chapters after completion of their chartering Initiation and directing them to the proper resources to meet their needs
- Conducting follow-up meetings with Collegiate Chapters in need of additional assistance and directing them to the proper resources to meet their needs

- Regularly communicating with the Regional Directors for Collegiate Affairs as to the progress of Collegiate Chapters in need of additional assistance

It is the expectation that the GVPCA communicates with the Project Director no less than once monthly. The Project Director for Collegiate Sustainability requires a volunteer time commitment of four to ten hours per month.

**Reimbursement:**

The PDCS will not receive a stipend, but rather, will be reimbursed for expenses that are associated with completing assigned tasks and have been pre-approved by the EC.