

President

Alpha Sigma Phi Fraternity

The following is an overview of the responsibilities associated with this role. This description is designed to provide general guidelines and should not be viewed as limitations with the position. The chapter and/or officer should feel comfortable adding additional responsibilities, provided those responsibilities are not assumed by another officer, board, or committee. Should you have any questions about the role of this officer, please contact Fraternity Headquarters.

ROLE:

- Chairs the Prudential Committee which includes developing a prepared agenda for every meeting and ensuring that the Prudential Committee meets weekly at a standard time in a standard place
- Chairs all chapter meetings which includes developing a prepared agenda for every meeting and ensuring that the chapter meets weekly at a standard time in a standard place
- Directly supervises the following officers: Vice President, Treasurer, Recruitment Director, Membership Education Director, Marshal, Scholarship Director, Alumni Director, Sergeant at Arms and Secretary
- Appoints all officers that are not elected, pending approval by the Prudential Committee and chapter
- Ensures completion of all required reports due to the College/ University
- Ensures completion of the Annual Report to the National Fraternity
- Works with the GCA to plan an annual goal-setting chapter retreat
- Works with the GCA to plan an annual officer transition retreat
- Serves as the chapter spokesman and point person in a crisis
- Communicates at least bi-weekly with the GCA through a structured one-on-one meeting
- Leads by example
- Prepares and organizes transition materials/binder for replacement