

ALPHA SIGMA ALPHA VOLUNTEER POSITION LISTING

Position: Region Facilitator

The region facilitator is a primary connection between chapters and members and the services offered by Alpha Sigma Alpha. This volunteer serves as a resource on what is happening in their region and knows what the chapters in their region need through regular analysis of information and statistics. The region facilitator communicates to the region volunteers the needs of the chapters so that they may respond and provide assistance where needed. The region facilitator may also connect chapters in their region with organizational resources such as the national coaching teams. The region facilitator communicates regularly with region volunteers and monitors progress to determine ongoing trends.

Time Commitment: Approximately 10-15 hours per week, varying within the academic year
Attend the region facilitator annual meeting
Participate in region volunteer development training
Attend the national convention & leadership conference

Highlights of Responsibilities

Policies & Procedures

- ◆ Fulfill all volunteer commitments listed in the National Policies & Procedures including but not limited to completing the Behind Happy Faces mental health curriculum.

Collegiate Chapter Support

- ◆ Serve as the connection between chapter/member needs and the services available from the organization.

Region/National Volunteers and Staff

- ◆ Direct questions pertaining to specific chapter issues to the appropriate region volunteer dependent upon the nature of the issue.
- ◆ Mentor, coach and support region volunteers and advisory board members in their work with chapters.
- ◆ Provide updates on chapter and member needs, areas of concern, successes and trends to the staff liaison.
- ◆ Serve as the communication link between the region and the national organization.

Interaction with Others (virtual and in-person):

Staff liaison: Assistant director of collegiate services
Additional volunteers: National team members (as needed)
Constituents: Region volunteers
Advisory board members
Collegiate chapter members

Skills & Technology: The region facilitator will know how to use and have daily access to email, Microsoft Word and Microsoft Excel. PowerPoint experience is preferred. This volunteer is also expected to use all online chapter management tools including My AΣA and Officer Portal.

Professional Skills Gained through this Position: mentoring, collaboration, organization, decision making, proactivity, crisis management, electoral & parliamentary procedure

Required Training: Behind Happy Faces: Advisor Resource Series

Additional Training: Online training videos on MyAΣA

Financial Commitment: Support annual alumnae dues program, contribute to the ΑΣΑ Foundation annually and additional costs for the national convention & leadership conference if in attendance.

Term of Placement: Placements are made for two-year commitments corresponding with the Sorority biennium. If a placement is vacated mid-term, an appointment is made to complete the term.

Delegate Status: The region facilitator is a voting delegate at national convention.