

ALPHA SIGMA ALPHA VOLUNTEER POSITION LISTING

Position: Social Responsibility Leader

The social responsibility leader is a primary support person for collegiate chapter officers and social responsibility advisors, with the specialized knowledge in the areas of chapter risk management and service & giving. The main focus of this position is risk management. This volunteer also serves as a resource in chapter social activities and Alpha Sigma Alpha's service & giving partners: Girls on the Run, Special Olympics and the Alpha Sigma Alpha Foundation. She works alongside the membership commitment leader with advisors and chapter officers to provide training and officer transitions as necessary. The social responsibility leader reports to the region facilitator on progress, successes and areas for improvement.

Time Commitment: Approximately 5-7 hours per week, varying within the academic year
High-volume time periods may include: October – November and/or March – April
Visits advisors and chapters as necessary and as approved and directed by the region facilitator and national headquarters staff
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 a resource to chapters regarding chapter risk management and service & giving; knows and understands needs of the chapters in the region in regards to chapter social responsibility.
- ◆ Follow up with chapters on disciplinary sanctions related to risk management policies.
- ◆ Educate chapters about alcohol, hazing and sexual assault prevention.
- ◆ Assist chapters with locating campus resources regarding risk management.
- ◆ Aid chapters and advisory boards in understanding the difference between service and charitable giving; help chapters create a culture of giving.
- ◆ Assist in the development of meaningful service and charitable giving events and the chapter's participation in the national Donating Our Time (D.O.T.) Days annually.
- ◆ Support the chapters' participation in the Foundation Collegiate Chapter Fundraising Initiative - RISE: Raising money to Inspire, Support and Elevate women.
- ◆ Facilitate the Sorority's sexual assault prevention programming for collegiate chapters, when requested, if you are trained facilitator. If you are not a trained facilitator, help the chapter locate a trained facilitator.

Region/National Volunteers and Staff

- ◆ Work with region and national volunteers, local campus administration and national headquarters staff to provide resources and support to advisors and collegiate members.
- ◆ Direct questions pertaining to specific chapter issues to the region facilitator or appropriate region volunteer dependent upon the nature of the issue.
- ◆ Assist the region's service and giving coaching team member with education and reminder about service and giving initiatives, including submission of monthly service reports, use of the Crowd Change platform and support of Alpha Sigma Alpha's national philanthropic partner.

Interaction with Others (virtual and in-person):

Supervising volunteer: Region facilitator
Staff liaison: Collegiate experience coordinator

Constituents: Collegiate social chairman
Collegiate service & giving chairman
Collegiate wellness chairman
Social responsibility advisor
Chapter advisor
Other: Fraternity/sorority advisor
Foundation ambassadors

Skills & Technology: *The social responsibility leader 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, Officer Portal and Crowd Change.*

Professional Skills Gained through this Position: *charitable giving, community service, fundraising, public relations, event planning, communication, collaboration, organization, creativity, innovation, risk management, budgeting, relationship building*

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 AΣA 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 social responsibility leader is a voting delegate at national convention.*