

May 3, 2023

GS Committee Onboarding Meeting

Icebreaker - Who in your lives do you look up to as a leader and how can you emulate them in your own life?

Quote:



Goal: Build strong leaders. Learn the process of effectively communicating as a team in order to collaborate well together and produce strong results for the fraternity. Understand the traits of being a complete leader and a good team.

Kappa Sigma Men Lead

https://www.uakappasigma.org/storage/media/UAKS_KS_MenLead_2021.pdf

- 1) What do you believe are the most important qualities of a strong leader, and how do you incorporate those qualities into your role as a committee chair?
- 2) How do you plan to work with the other committee chairs and members to achieve your goals for the fraternity this year?

Our Committees

<https://www.uakappasigma.org/chapter-officers-and-committee-chairs>

Key takeaway - Coordination is key!

Alumni Relations Chair Description

Alumni Relations Chair

- Coordinate with Chapter Officers (especially the Secretary) and FMG to ensure we maintain records; send communications; host events; continue our Man of the Year & Hall of Fame; raise funds; and keep alumni engaged in the chapter.
- Ensure that undergraduate and parent records, chapter officers & chairs, new members, left school, and graduated members are provided to FMG each semester.
- Coordinate with the Advisory Board & Fall/Spring Alumni & Parent Event Chairs to ensure we host events for alumni and parents each semester.
- Coordinate with the Advisory Board & Newsletter (Alumni & Parent) Chairs to ensure news gets out to parents at least a few times per semester.
- Ensure that a calendar is maintained and weekly, bi-weekly & monthly news is emailed, posted to social media, and posted to the website.
- **Undergrad Alumni Relations**

Parent Relations Chair Description

- Coordinate with the Advisory Board, FMG, Fall & Spring Events Chair, and Chapter Officers (especially the Secretary) to ensure alumni newsletter is emailed and mailed to parents; parent news & welcome message is sent each semester; Instagram messages for seniors are received from parents; Parent & Family Weekend event occurs in the fall; and Dad or Mom's Weekend occurs in the spring.
- Promote to parents joining all the chapters social media.
- Secure contact information for parents and provide to FMG, Kappa Sigma and UA as needed.
- Ensure parents know our calendar, rules, fees, leases, etc.

Newsletter Chair Description

- Coordinate with the Advisory Board, FMG, and Chapter Officers (especially the Secretary) to ensure our chapter newsletter gets emailed, mailed, posted to social media, and posted to our website twice per year.
- See samples of newsletters here: <https://uakappasigma.org/publications>.
- Ensure all new members have reviewed all educational materials developed and hosted on our website.
- Ensure all new members understand completely accountability, our policies, respecting others, our brand, Kappa Sigma Pillars, and our goals.
- Ensure all new members get assigned the right Big Brothers, they meet as many alumni as possible, and they understand about lifetime commitment to the Chapter, Kappa Sigma and UA.

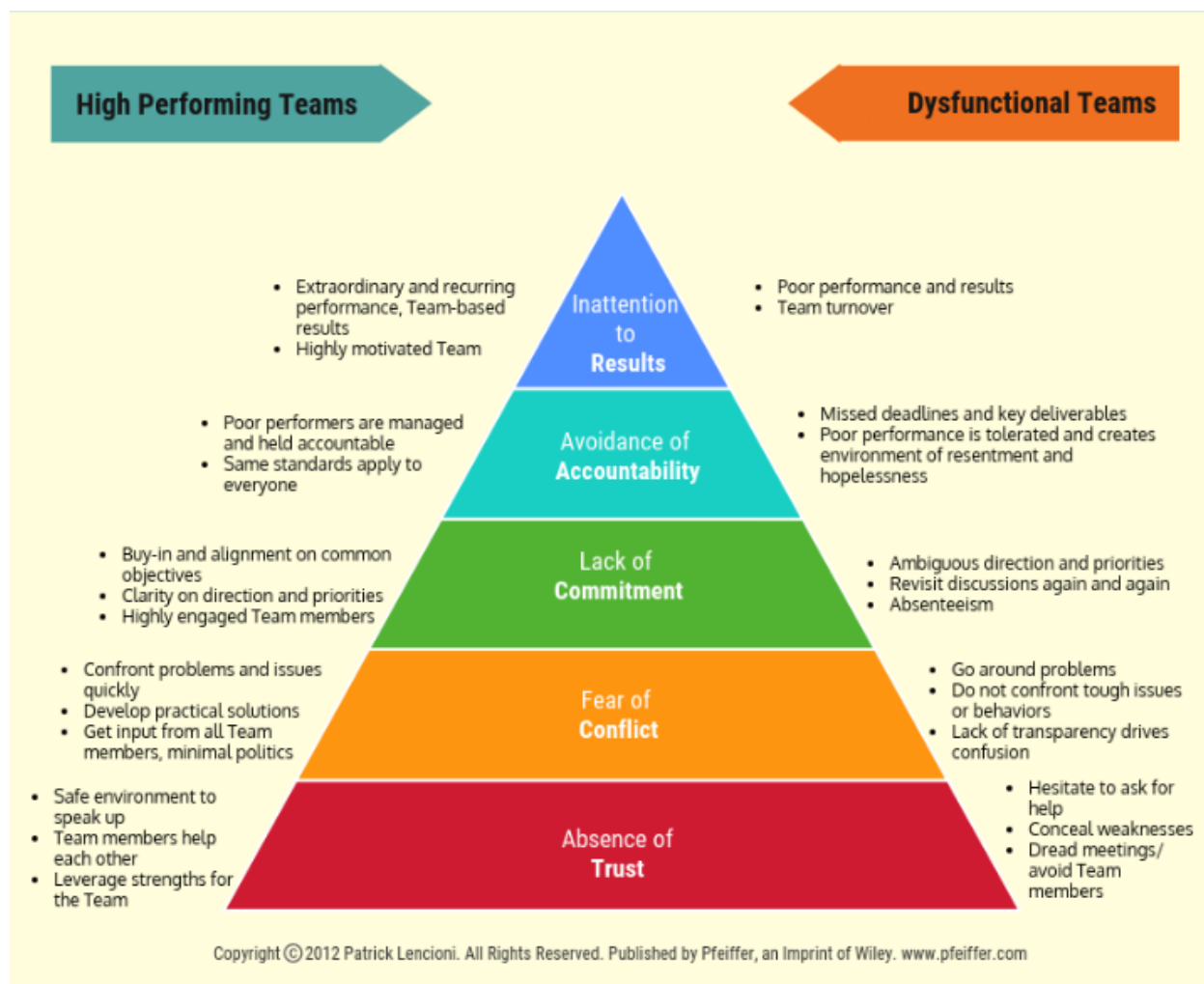
Campus & Fraternity Awards Chair Description

- Coordinate with other Chapter Officers (especially the Secretary) to ensure the chapter applies for all Kappa Sigma and University of Arizona individual and chapter awards.
- Communicate often with advisors and officers to see that we are making monthly progress towards these awards.

E-News, Social Media & Website Chair Description

• **Public Relations Checklist**

- Coordinate with the Advisory Board, FMG, Chapter Officers (especially the Secretary), and Chairs (Alumni Relations, CELM, Campus Partnerships, Community Relations, Family Weekend, Greater Cause, Health & Wellness, Homecoming Weekend, Junior & Senior Engagement, Newsletter, Parent Relations, Recruitment, & Scholarship) to ensure news is shared with alumni and parents via e-news, social media, and website.
- E-news - send out e-news to alumni, parents & undergraduates at least monthly. Review stats to see who is most engaged and determine ways to increase engagement.
- Social Media - posts news weekly, bi-weekly and monthly to social media within our themes of Fellowship, Career & Leadership, Scholarship, and Service. Grow the number of alumni, parents, undergraduates & others on our social media.
- Website - post news and photos to the website every 2-4 weeks.



Why We Failed

https://www.uakappasigma.org/storage/media/UAKS_GammaRho_WhyGammaRhoFailed.pdf

Leadership Qualities

https://www.uakappasigma.org/storage/media/UAKS_CharacteristicsGoodLeader_2021.pdf

Discussion Questions

- 1) What specific initiatives or projects do you hope to accomplish during your time as committee chair, and how will you measure success in those areas?
- 2) What do you see as the biggest challenge facing your committee or the fraternity as a whole, and how do you plan to address it?
- 3) How do you plan to communicate with and engage the rest of the fraternity membership in your committee's work and goals?
- 4) What skills or experiences do you bring to the role of committee chair, and how do you plan to leverage those to benefit the fraternity?
- 5) How do you prioritize your responsibilities as committee chair with your other commitments and responsibilities, such as school or work?
- 6) What do you hope to learn or gain from your experience as a committee chair, both personally and professionally?
- 7) Finally, how can other members of the fraternity support you and your committee in achieving your goals and making a positive impact on the fraternity as a whole?