



Role Overview – Mentor for Recruitment

Mentors for recruitment are responsible for supporting and guiding chapter members in the identification and recruitment of the best and brightest on campus to become great SigEp men. You should help the vice president of recruitment understand and implement SigEp's recruitment philosophy of recruiting year-round through a values-based process.

As the mentor for recruitment you will:

- Encourage buy-in and implementation of SigEp's recruitment philosophy through year-round recruitment and the Balanced Man Scholarship.
- Assist the chapter in setting and adhering to values-based recruitment standards, and planning to achieve realistic recruitment goals.
- Encourage recruitment as a chapter-wide activity.
- Facilitate skill-building to foster successful recruitment of quality men.

<u>Responsibilities</u>	<u>Involved Parties</u>	<u>Frequency</u>	<u>Time Commitment</u>
Undergraduate Mentorship	VP of Recruitment, Recruitment Committee	Weekly (Intermittent), Monthly	1-2 Hours Weekly (during spring and fall recruitment periods), 1-2 Hours Monthly
Collaboration with Mentor Committee	Mentor Committee, Chapter Counselor	Monthly	1-2 Hours Monthly
Volunteer Onboarding	AVC Members, Mentor Committee	Intermittent	Intermittent

Who you will interact with:

Volunteers: District Governor, balanced man steward, chapter counselor

University Staff: your institution's fraternity and sorority advisor

HQ Staff: Volunteer Services staff, your regional director

Undergraduates: vice president of recruitment, Balanced Man Scholarship chairman, recruitment committee

Resources Available to Mentors for Recruitment:

In-person education opportunities at Carlson Leadership Academy and Grand Chapter Conclave, online learning (onboarding and skill development), guidance from volunteer services staff, and mentorship from District Governor and experienced volunteers.

Mentors for recruitment are expected to complete online onboarding in the first couple of months in their position to build the essential skills and knowledge to best support their chapter. SigEp volunteer onboarding (Level 1) consists of the following online interactive modules: SigEp 101, Effective Volunteer Skills, Mentoring Undergraduates, Communicating Across Generations, Partnering with the University, and Member Safety and Insurance.

Preferred Role Tenure:

As the mentor for recruitment is a key volunteer who supports an officer transition and a year-long recruitment cycle, it is preferred to have a mentor for recruitment serve for 1 or more years consecutively.

Necessary skills, knowledge, and abilities:

Interpersonal/Relationship-Building Skills

Project Management

Sales or Recruiting

Mentoring or Coaching

Beneficial skills, knowledge, and abilities:

Social Media

Trends in Higher Education

Leadership

Finance