



Role Overview – Mentor to the Chaplain

Mentors to the chaplain support the chaplain in holding brothers accountable to the high standards of Sigma Phi Epsilon and acting as the steward of the Ritual. The position of chaplain is focused on upholding chapter standards and presiding over the standards board, recognizing brothers who are exemplifying SigEp's values, and managing Ritual events and the Ritual calendar of the chapter. Because this role is heavily involved in the Ritual, it is important that mentors to the chaplain be initiated brothers of Sigma Phi Epsilon.

As the mentor to the chaplain, you will:

- Assist in the development or improvement of a membership agreement and chapter bylaws that align with local and national standards.
- Assist the Ritual team in practicing and preparing to perform the Ritual, as outlined in The Ritual and Guide of Sigma Phi Epsilon.
- Serve as a resource for procedural questions related to standards board trials and provide guidance during case studies and mock trials.
- Assist in the development of supportive and recognition measures to proactively encourage adherence to academic and behavioral standards.

| <u>Responsibilities</u> | <u>Involved Parties</u> | <u>Frequency</u> | <u>Time Commitment</u> |
|---|--------------------------------|--|-------------------------------|
| Undergraduate Mentorship | Chaplain | Monthly (sometimes more frequently for chapter events, trials) | 1-2 Hours Monthly |
| Attend Major Trials and Ritual Ceremonies | AVC, Standards Board, Chaplain | Intermittent | Intermittent |
| Volunteer Onboarding | AVC Members, Mentor Committee | Intermittent | Intermittent |

Who you will interact with:

Volunteers: District Governor, balanced man steward and challenge coordinators,

chapter counselor, mentor committee members, faculty fellows

University Staff: your institution's fraternity and sorority advisor

HQ Staff: Volunteer Services staff, Fraternity Services staff, your regional director

Undergraduates: chaplain, standards board members

Resources available to Mentors to the Chaplain:

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 to the chaplain 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 to the chaplain is a key volunteer who supports an officer transition and standards board training in standards trials, it is preferred to have a mentor to the chaplain serve for 1 or more years consecutively.

Necessary skills, knowledge, and abilities:

Understanding of Balanced Man Program

Strong Moral Compass

Understanding of the Ritual

Coaching/Mentoring

Beneficial skills, knowledge, and abilities:

Project Management

Awareness of Higher Education Trends

Understanding of Campus Policies