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**Philanthropy Advisor**

***Position Description***

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| **Title** | Philanthropy Advisor |
| **Reports to** | Chapter Counselor |
| **Qualifications** | * Experience with event planning from developing the plan to successful implementation. * Passionate about helping others and giving back to the community. * Ability to inspire others and get people bought into donating their time. * Knowledgeable about managing others and delegating tasks throughout a team. |
| **Time Allocation** | 50% Direct advising of the Philanthropy Chair and the chapter.  30% Active participant of the Advisor Team.  20% Developing relationships with constituents. |
| **Term of Appointment** | Based upon individual availability, but minimum 2 years. |

**Mission, Vision, Values & Priorities of Beta Theta Pi**

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| **Mission** | To develop men of principle for a principled life. | |
| **Vision** | Every member will live Beta Theta Pi’s values. | |
| **Core Values** | **Mutual Assistance** | Betas believe that men are mutually obligated to help others in the honorable labors and aspirations of life. |
| **Intellectual Growth** | Betas are devoted to continually cultivating their minds, including high standards of academic achievement. |
| **Trust**: | Betas develop absolute faith and confidence in one another by being true to themselves and others. |
| **Responsible Conduct** | Betas choose to act responsibly, weighing the consequences of their actions on themselves and those around them. |
| **Integrity** | Betas preserve their character by doing what is morally right and demanding the same from their brothers |
| **Strategic Priority Areas** | Self-Governance, Education, Recruitment, Volunteers | |

**Impact Statement**

“To whom much is given, much is expected” is a mantra common among numerous people and societies, and Greek organizations are no different. Almost all Beta chapters have their own local organization where they donate their time, talent and treasure because they believe in the value of providing mutual assistance to others. Having strong philanthropic ties in their community is a great way for chapters to visibly show that they are men of principle.

Although chapters have the right intention of giving back to the community, they may not have the proper skill set or ability to effectively support a local organization. The Philanthropy Advisor aids them in this process by providing the right coaching on how to run an efficient philanthropic event and maximize fundraising for their charity. In addition, the advisor provides insight on how to get members to participate in service events so that chapter is giving more than just money, but giving themselves as well.

**Overall Job Responsibilities**

**Direct advising of the Philanthropy Chair and the chapter (50%):**

1. Maintain weekly contact with the Philanthropy Chair.
2. Attend at least one chapter meeting a month.

**Be an active member of the Advisor Team (30%):**

1. Attend all quarterly advisor team meetings.
2. Attend and participate in *Keystone Regional Leadership Conference* in February.
3. Meet with the District Chief or Assistant District Chief once a semester.

**Build relationships with constituents (20%):**

1. Meet with the Leadership Consultant during his visit with the chapter.
2. Build positive rapport with chapter members, volunteers and university staff by attending specified chapter and university programming.

**Competencies**

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| **Competency** | **Definition** |
| **Planning** | Exhibits skills in advance planning, coordinating logistics; pays close attention to details |
| **Foster Collaboration** | Works in partnership with others to achieve results |
| **Achieve Results** | Demonstrates and creates a sense of urgency and commitment for achieving results |
| **Demonstrate Initiative** | Ensures execution of work tasks needed to accomplish organizational goals |
| **Uses Sound Decision Making & Judgment** | Effectively and critically examines issues and problems and makes judgments in line with organizational values |
| **Innovation & Strategic Thinking** | Takes risks and challenges the process; considers the long-term implications of daily work through critical thinking and/or assessment |
| **Manage & Develop Others** | Contributes to the personal and professional growth and development of undergraduates |
| **Creativity** | Able to develop dynamic strategies that achieve goals and improve the chapter experience |