

Rhode Island College
Student Organization Advisor Agreement Form

This agreement has been developed to assist in clarifying the role of the Student Organizational Advisor at Rhode Island College and to provide policy continuity and consistency among all student groups. Prior to commencing his or her term of service, the prospective Advisor, the Executive Board, and general membership of the student organization should review the agreement and recommend any specific adaptations or adjustments that may be required. These recommendations will be reviewed by Student Community Government, Inc. and the Office of Student Activities.

Student Organization Advisor Duties and Responsibilities

The Advisor is expected to regularly attend and actively participate in scheduled executive board and organizational meetings including those that are held in the evening and on weekends. The Advisor is also expected to attend scheduled events sponsored by the organization. The Advisor should assist with goal development, serve as a resource on College policies and procedures, assist with the identification of College and external resources that may be used to further the group's objectives, and to provide guidance on recruitment and retention strategies. Advisors are not expected to schedule meetings, set agendas or conduct organizational meetings. Nor are they expected to assist with operational functions of any program. This includes developing program content, accepting program responsibilities, or assuming responsibilities for program outcome. The Advisor is expected to assist with and participate in the development of effectiveness training and development programs. The Office of Student Activities and Student Community Government, Inc., sponsor several programs throughout the year for all student organizations and advisors.

An advisor's signature is required on all contracts, requisitions, and financial withdrawal slips. Advisors should refer any significant fiscal questions to Student Community Government, Inc. and the Office of Student Activities.

I have reviewed this Advisor Agreement Form and I agree to serve as Student Organization Advisor to _____

(Organization Name)

for the academic year _____

(Advisor Signature)

(Date)

(Advisor Print Name)

I have reviewed this Advisor Agreement Form and I agree to work with the above listed advisor for the specified academic year.

(President Signature)

(Date)

(President Print Name)