

IFC Advisor Resource



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Fast Five for the IFC Advisor

Much of your role of the IFC Advisor can be divided into different categories. Here are the NIC's *Fast Five* expectations for your time in this position.

<h1>1.</h1>	<h3>Advisor Duties</h3> <ul style="list-style-type: none">• The following duties are recommended to assist you in advising your Interfraternity Council. These duties may mimic pieces of your current job expectations or role. These practices are recommended to help your IFC reach high levels of performance.<ul style="list-style-type: none">○ Serve as a mentor to the Interfraternity Council officers creating a set of goals you will help each officer achieve○ Meet with Interfraternity Council officers regularly throughout each month to advise and assist in their work○ Work with the IFC to establish a long-term vision for the fraternity community○ Connect your fraternity men to outside resources, programs, and training (conferences, NIC visits, IFC Academy, UIFI, PRIME, LAUNCH or IMPACT)○ Track fraternal trends and gather on-campus data on recruitment and retention, academics, community service and philanthropy, and community leadership○ Utilize collected data to assess long-term trends present within the fraternity community○ Assess the state of your community and help provide the IFC advisement on how to actively address community issues○ Establish a personal vision for the community and share this vision with your community○ Connect the IFC to campus departments, faculty members, the Dean of Students/Vice President of Student Affairs, and the College/University President○ Connect Interfraternity Council Officers to relevant policies and help educate the community on necessary rules and rationales for these rules
<h1>2.</h1>	<h3>IFC Meetings</h3> <ul style="list-style-type: none">• As the advisor for the IFC, it is your role to help assist the men in running their meetings to create effective and efficient gatherings. Your duties during these meetings may vary depending on the meeting type.• Executive Board<ul style="list-style-type: none">○ Provide the IFC officers oversight when constructing the agenda○ Remind officers of the IFC governing bylaws, constitution, and relevant campus policies○ Be transparent about your work with the fraternity community and important decisions made impacting the IFC

- Suggest topics of discussion for the IFC meeting and additions to the agenda
- Help the IFC navigate campus and institutional calendars to collaborate with the campus community
- **General IFC Meetings**
 - Arrange additional meetings with IFC officers as needed to mentor them on an individual level Update the general IFC on information relevant to the fraternity community
 - Help the meeting run smoothly, providing assistance as needed
 - Remind the IFC and men of Roberts Rules of Order and governing policy if needed
 - Make announcements about IFC related issues or events at the University Level
 - Mediate potential disputes as they emerge to maintain a sense of order
 - Assist IFC officers to become stronger in their roles of leading discussions, guiding policy and leading the community
 - Keep note of all engaged men to make recommendations for later IFC involvement
 - Track feedback to later share with IFC men on how they can better connect to their member chapters
- **IFC Judicial Meetings**
 - Coach and train the IFC Judicial Officers to ensure they are following all IFC, campus, and state policies
 - Help mediate conflicts that arise by providing an impartial outside perspective
 - Provide the IFC with pertinent information concerning past judicial history
 - Facilitate conversations on productive sanctioning and alternative solutions to community problems
 - Help the IFC in crafting messages to the public concerning judicial proceedings
 - Serve as a bridge, connecting the IFC to important stakeholders who can help in the enforcement of judicial hearings
 - Guide the conversations by providing an overarching vision that takes into account the greater need of the fraternity community
 - Maintain records of judicial proceedings to aide in establishing precedent for the IFC Judicial Board

3.

Advising IFC Officers

- There are countless processes you can take in advising Interfraternity Council officers, many of which will depend on your own comfort levels, experience, preference, and time available. The following recommendations can help serve as **supplementary options** when working with fraternity men:

- Set individual goals with each office to hold them accountable. These goals can range from IFC related to areas of personal growth
- Connect IFC specific officers to additional resources, training opportunities and other potential advisors
- Meet with fraternity men outside the office.
- Cultivate relationships with these individuals where they feel comfortable trusting you
- Be authentic in sharing your own expectations for these individuals
- Share your own vision for the community and work to create a partnership with IFC members
- Seek out men to mentor within the IFC outside of the traditional officers, help get freshmen or unengaged community members involved in IFC initiatives
- Advocate on behalf of the greater fraternity experience by leading discussions about the purpose of fraternity
- Encourage men to attend relevant training experiences and help these men in potentially finding funding
- Share your IFC successes with your peers, faculty, and university staff to help create personal connections
- Empower IFC officers to think of creative solutions built around addressing identified community issues

4.

Long-Term Goal Setting

- One of the biggest struggles that IFCs face is a lack of continuity.
- With new men constantly rotating into the IFC officer positions, let alone the ever-changing face of the fraternity community, it can be easy to lose sight of goals. As an advisor, you can help create a **long-term vision**:
 - Help the IFC set long-term goals that focus on the community issues facing the chapters
 - Keep accurate records of the past IFC officer goals and share these with their counterparts
 - Work to support the IFC through organizational technology or record keeping
 - Help the IFC maintain and run an effective website where they can publish their goals
 - Provide the IFC a greater picture of the fraternity community utilizing institutional knowledge about chapters and issues
 - Be a bridge builder, connecting the IFC to relevant fraternal partners, offices, member groups and stakeholders
 - Complete regular assessments reviewing the progress of the fraternity community
 - Compile community data and utilize this information to map community trends

5.

Building Fraternity Connections

- In your role as IFC Advisor, you have the opportunity to help connect your men to a number of stakeholders that exist **throughout the community**.
- As with any other piece of your role, it is your job to help these men make these connections and leave it in their hands to utilize their resources.
Steps to take in pursuing these connections include:
 - Consider the stakeholders your IFC men are not focusing on and how you can help guide them towards these relationships
 - Utilize your institutional role to help set up meetings with stakeholders
 - Hold IFC men accountable by following up on scheduled meetings and creating tangible follow-up steps
 - Practice stakeholder meetings with men and discuss major talking points in preparation for meetings
 - Track lists of stakeholders, arranged meetings, and contact information to help fill in the gaps for future IFC men
 - Follow up with stakeholders to help provide feedback to IFC men about how they could improve their meeting presence
 - Coordinate a community event that is attractive to both a plethora of stakeholders and fraternity men
 - Help conduct a formalized assessment of community stakeholders to help the fraternity community gain a better understanding of their current state
 - Building fraternity connections is centered on relationship, helping IFCs relate to the individuals around them, and thinking outside of the box.
- As the advisor, you likely serve as a middle person, hearing both sides of the argument from students and peers concerning the fraternity system. Given your dual role, you can drive conversations and create new community relationships.
- Remember, don't just **advocate on behalf of your men**. Also provide them the tools to advocate for themselves.

Helpful Resources

NIC Staff

Contact the NIC for all of your resource and educational needs, campus community development issues and questions about implementing the SOP.

- Complete staff list can be found at nicfraternity.org/staff
- Email campus@nicfraternity.org

Interfraternity Council Standard Operating Procedures

The mission of an Interfraternity Council (IFC) is to foster a healthy and vibrant fraternity community. The IFC Standard Operating Procedures (SOP) provide structure and support - a baseline for policies and practices - for IFCs to operate in accordance with NIC Standards, endorsed by all minter/national member fraternities of the NIC.

Categories in the SOP include:

- Academic Enrichment
- Accountability
- Finances
- Governance
- Health and Safety
- Public Relations
- Recruitment
- Reporting
- Responsible Growth

Read the full the SOP here: nicfraternity.org/ifcsop