

## RSO Advisor Agreement Form

RSO Resources

Advisors are crucial to the success of student organizations. This Agreement Form is a helpful tool/guide for sharing expectations and clearly identifying an advisor's role. Even if you don't choose to put your agreement into contract form, record your expectations for future leaders of the organization.

**Organization:** \_\_\_\_\_

**Faculty/Staff Advisor Name:** \_\_\_\_\_ **Advisor UD email:** \_\_\_\_\_

**Advisor Phone #:** \_\_\_\_\_

Please review the following expectations for Registered Student Organization Advisors:

- Serve as a resource for students especially in regard to understanding University policies, procedures, and services.
- Be a facilitator among both officers and other RSO members.
- Assist students in developing strategies and goals that provide for member ownership, feedback and involvement.
- Be aware of the student organization's constitution, bylaws, and policies, and assist the group in updating these documents and setting goals when necessary. (Constitutions are available on the organization's Student Central documents page.)
- Assist the student organization in program development and planning, including assisting organization in managing liability and risk.
- Encourage the organizational leadership to attend leadership development opportunities.
- Encourage the officers and individual members to preserve the continuity of the group by maintaining records to document the group's history and providing transition materials for new officers.
- Encourage students to understand and apply democratic principles when hosting elections and other major decisions.
- Attend RSO meetings, events or programs when possible or as specified by group leaders. Please note advisors are expected to attend all late night events sponsored by RSO. This includes but is not limited to late night parties, and socials/banquets.
- Be familiar with campus policies and procedures. (Refer to the policies section page on the Student Centers website for further information.)
- Be familiar with the national organization structure and services, if relevant.
- Consult with Student Involvement staff and other University departments when problems arise with the student organization.

I have read and understand the expectations placed on me as a faculty/staff advisor by \_\_\_\_\_ (Insert RSO Name).

**Faculty/Staff Advisor Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**RSO President Signature** \_\_\_\_\_

**Date** \_\_\_\_\_