



ECSU Student Center and Student Activities Office *Co-curricular education for student organizational leadership*

## → INVOLVING YOUR ADVISOR ←

The potential of the organizational advisor at Eastern Connecticut State University remains largely untapped. There's much more to your advisor than his/her signature. Connecting and establishing a close working relationship with your advisor can have a significant impact on your organization. Your advisor can be a very beneficial resource. Advisors can:

- ◆ Serve as an information source
- ◆ Provide specific knowledge in designing and implementing programs
- ◆ Suggest new programming ideas
- ◆ Provide historical continuity
- ◆ Be a personal role model
- ◆ Suggest new member recruitment approaches
- ◆ Serve as an advocate or liaison
- ◆ Support your organization's development and activities



There are many ways to get your advisor involved in your organization. Sometimes all it takes is letting them know they're needed.

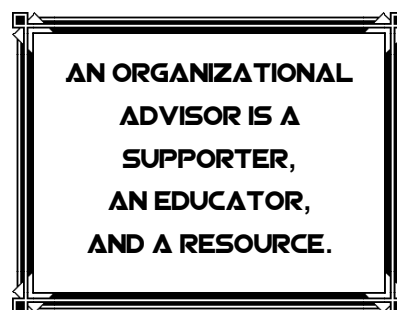
Although it's never too late to involve your advisor, a good place to start is the beginning of the year. On the back of this handout is an exercise designed to help establish a rewarding relationship with your advisor.

Continue to meet with your advisor regularly throughout the year. At least once a month is good to keep your advisor up-to-date on your activities and concerns. Also, keep in mind that your advisor has been around a bit longer than you have and may have some insight or extra pull to help your organization reach its goals and greatest potential.

## INVOLVEMENT OPPORTUNITIES

In addition to establishing a good working relationship, there are many ways to involve your advisor. Following are just a few ideas:

- ◆ Invite your advisor to attend social events, service projects, executive board meetings or large group meetings.
- ◆ Ask for suggestions on halls in the Windham area where you might hold your next dinner or mystery function.
- ◆ Ask for help or advice when you are unsure of how to handle situations that arise when planning events or working together.
- ◆ Use your advisor as a liaison with professional organizations and businesses which could ultimately help you with sponsorship or support.
- ◆ Include him/her in the workings of your organization so that they can serve as a historian and pass on traditions.
- ◆ Get ideas in creating new social and mystery functions.
- ◆ Ask about professional opportunities available to your members in the community.
- ◆ Ask for help in managing your budget and financial matters.



Sit down with your advisor and talk to him/her. Ask them to share their time and experience with your organization. The relationship you will form will be a reflection of the goals of your group, and your members will be better for the experience and input they will gain.

## WORKSHEET

### Advisor/Advisee Relationships

Read each statement. Indicate whether you agree or disagree with each statement. Then, in small groups, try to agree or disagree unanimously with each statement as a group. If the group doesn't have the same response to each statement, change the statement until the entire group agrees.

\_\_\_\_\_ The student, not the advisor, is to keep the records from an event to pass on to future programmers.

\_\_\_\_\_ An advisor should establish the goals and directions of the organization.

\_\_\_\_\_ An advisor should have the right to veto program decisions.

\_\_\_\_\_ When a decision needs to be made regarding an event, the advisor should be consulted.

\_\_\_\_\_ The advisor should explain institutional policy to the entire membership at least once a year.

\_\_\_\_\_ The advisor should attend and take an active part in programs sponsored by the organization.

\_\_\_\_\_ An advisor is responsible for policy making within an organization.

\_\_\_\_\_ The key role of the advisor is to enlarge the thinking of the group by pointing out new perspectives, providing ideas for new projects, and supplying expert knowledge.

\_\_\_\_\_ It is important the students maintain the decision-making authority in programming because organizations are made up of students and they spend the student's money.

\_\_\_\_\_ Negotiating any services or purchasing should be carried out by the advisor.

\_\_\_\_\_ The advisor's personal and professional values are not appropriate to share with student officers and organization members.

\_\_\_\_\_ Advisors should not vote on program decisions made by organizations.

\_\_\_\_\_ The student chair serves as the "unifying" force on a committee.

\_\_\_\_\_ The advisor should take an active part in the orderly transition of responsibilities between old and new officers at the end of the semester/year and participate in officer development.

\_\_\_\_\_ The advisor should mediate interpersonal conflicts that arise within the organization.

\_\_\_\_\_ The advisor should sign all contracts and large expenditures of monies.

\_\_\_\_\_ Communication directed to the advisor should be passed through the President, Vice President, or Secretary first.

Indicate other areas you would like to discuss:

## REFERENCE

Adapted from: St. Norbert College, Department of Leadership, Service & Involvement

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*Additional resource handouts are available as well as consultation services.  
For more information, contact the Student Activities Office in the Student Center at 465-4450.*