

2012 Panhellenic Recruitment Counselor (Pi Chi) Application

Name:	e: Ai	filiation:			
Year in	in School: Cu	amulative GPA:			
E-mail	ail Address: St	udent ID #:			
Phone	ne Number: Y	ear Initiated: (circle one) Fall Spring 20			
Please	se attach a one page resume – include Greek, can	npus, community, and volunteer experiences.			
Please	se answer the following questions on a separate p	piece of paper:			
1.	. Why did you choose to join a sorority?				
2.	. How do you define leadership?				
3.	What do you see as the most important responsibility of a Recruitment Counselor?				
4.	If you participated in the formal recruitment process, how did your Recruitment Counselor affect your experience? What positive things did you gain through her advice/counsel? What would you have changed? If you did not participate in formal recruitment, please describe how you feel the current Recruitment Counselor program can be improved and what you feel potential members should gain from their Recruitment Counselor?				
5.	Why do you want to be a part of the Recruitment Counselor team? What qualities do you have that would make you a good Pi Chi?				
By sub:	ubmitting my application, I agree to adhere to th	e following expectations:			
1. 2. 3. 4.	Attend all Recruitment Counselor meetings and training sessions Model the Panhellenic Creed Act as an impartial representative of the College Panhellenic, and upholds and reinforces all recruitment rules and NPC Unanimous Agreements				
	ve read the above requirements and am willing to ature of Applicant:	meet all these expectations: Date:			
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Applications should be submitted to the Office of Student Life by 4:30 p.m. on *Wedneseday*, *February 8, 2012*. Please sign up for an interview time upon submitting your application. Contact Kalyn Jorgensen, kmjorgensen@bsu.edu for any further questions or concerns.

Recruitment Counselor Job Description

Recruitment Counselor: An **impartial** representative of the College Panhellenic Association who understands and implements the purposes and goals of the College Panhellenic Association in recruitment.

Qualifications of a Recruitment Counselor

The Recruitment Counselor is expected to be:

- In good standing academically and have a minimum cumulative grade point average of 2.5 and maintain this throughout the Recruitment Counselor term
- An impartial representative of the College Panhellenic, who understands and implements the purposes and goals of the College Panhellenic Assocation in membership recruitment.
- A crucial link in the organization and success of recruitment.
- An enthusiastic person of the fraternal community who is able to convey this enthusiasm to PNMs.
- Supportive of the PNM through extensive person-to-person contact during the membership recruitment process.
- One who exhibits objectivity and an inclusive attitude with respect to each member group in the College Panhellenic and has a willingness to share positive information (facts) about each chapter.
- A good listener, sensitive, positive, perceptive, objective and able to maintain confidentiality.
- A fast learner, detail oriented, and able to follow directions and then put them into action
- A responsible, dependable, and resourceful person in obtaining information and answers to difficult questions.
- Able to relate to various personalities and people, and have outstanding communication skills
- Willing to contribute personal time, complete all training and execute assigned responsibilities with enthusiasm and sincerity during the entire membership recruitment process.
- Familiar with the NPC Unanimous Agreements and resolutions regarding membership recruitment and the College Panhellenic rules and regulations, procedures and recruitment schedules.

Duties of the Recruitment Counselor

The Recruitment Counselor:

- Attends all Recruitment Counselor training sessions and completes responsibilities.
- Explains all procedures and answers questions concerning the mechanics of membership recruitment and membership recruitment activities.
- Plans and facilitates meetings with the assigned recruitment group in a quiet and convenient location.
- Prepares an agenda prior to each meeting, covers all subjects listed and includes time for questions and answers.
- Stimulates and maintains interest in the recruitment process and in joining a women's fraternity.
- Keeps all information confidential regarding conversations with PNMs.
- Monitors the PNMs' progression through the membership recruitment process.
- Is available as much of the time as possible during recruitment for the PNMs to address concerns and offer guidance in one-on-one counseling situations.
- Manages the distribution and collection and confirms proper completion (execution) of all printed materials and records associated with recruitment events and procedures to assigned recruitment group.
- Establishes designated times and places for the process.
- Reinforces her position as a neutral representative of the College Panhellenic by refraining from contact with her own fraternity/sorority and the revealing of affiliation through the membership recruitment period.
- Promotes a positive attitude toward the women's fraternities through personal behavior.
- Models the Panhellenic Creed.
- Consults with the College Panhellenic officer responsible for membership recruitment and/or the Panhellenic advisor regarding situations that appear to be serious or uncomfortable to address.
- Understands the procedure for reporting possible recruitment violations and reports such concerns to the Panhellenic president, Vice president of Recruitment or Panhellenic advisor immediately.
- Maintain a positive attitude and enjoy the experiences associated with Recruitment and potential members

Recruitment Counselor Recommendation Form

Please give this form and an envelope to someone you have worked with that can speak to your personality and abilities. This should be someone who has directly observed your sorority involvement (ex: Chapter President, Chapter Advisor, or PHC executive board member). The recommender should return the form to you, sealed, in the envelope provided. Enclose the sealed envelope with your application. Or the recommender can submit the form to the Office of Student Life, 133 Student Center, Muncie, IN 47306 or Fax to (765) 285-4241. All recommendation forms should be submitted by **4:30 pm Wednesday, February 8th, 2012**.

Name of Applicant:				
Name of Person Filling Out this fo	rm & Phone N	lumber:		
Relationship to Applicant:				
1. Please rate (circle) the applicant i	n the following	categories:		
Punctuality				
Below Average	Average	Above Average	Excellent	
Initiative/Maturity				
Below Average	Average	Above Average	Excellent	
Attitude				
Below Average	Average	Above Average	Excellent	
Problem Solving Skills				
Below Average	Average	Above Average	Excellent	
Communication Skills				
Below Average	Average	Above Average	Excellent	
Effectiveness as a Role Model				
Below Average	Average	Above Average	Excellent	
2. Would you recommend the appli	icant to serve a	s Recruitment Counsel	or for the Ball State Panhellenic	

2. Would you recommend the applicant to serve as Recruitment Counselor for the Ball State Panhellenic Community?

Would **NOT** recommend Would Recommend Would **HIGHLY** Recommend

3. Additional Comments: