



INDUCTOR POSITION DESCRIPTION

PURPOSE

The Inductor has the responsibility of overseeing the chapter's associate member education, utilizing the *Brotherhood in Phi Sigma Kappa* program. He is responsible for clearly communicating expectations for members' involvement in the associate member process and after the Ritual for the Initiation of New Members. He should also foster a chapter culture of incorporating associate members into the chapter in a way that reflects Phi Sigma Kappa values. The Inductor serves as the main liaison between the chapter and the associate members.

DUTIES

- Serve as a member of the chapter's Executive Board
- Develop and submit the chapter's Associate Member Education plan on Officer Portal two weeks before the start of the associate member program
- Facilitate all associate member meetings, or identify an appropriate facilitator
- Oversee the completion of all associate member requirements for initiation, including the completion of GreekLifeEdu
- Coordinate associate member activities and/or retreat
- Provide support and guidance in planning the Good Samaritan service project
- Recruit and train big brothers, and organize the big brother matching and reveal process
- Coordinate with the Sentinel to plan and execute appropriate rituals
- Hold members accountable when hazing, or other policy violations, occur involving associate members

SKILLS/COMPETENCIES

Accountability
Service mind-set
Creativity

Mentorship
Relationship building
Adaptability

Purpose/vision/goal setting
Resourcefulness
Influence

RESOURCES AVAILABLE

- *Brotherhood in Phi Sigma Kappa Inductor's Guide*
- Phi Sigma Kappa Ritual Book
- Officer Portal
 - Document Library
 - Calendar
 - Forms
- Phi Sigma Kappa Website
 - "Undergrads" tab > "Cardinal Journey", "GreekLifeEdu"
 - "About" tab > Resources
- **First point of contact:** appointed Chapter Adviser or Alumni Advisory Board member
- **Second point of contact:** Chapter Consultant, can direct to another International Headquarters professional staff member, if needed
- **Campus-based questions/challenges:** campus fraternity and sorority life advisor