

Club Name \_

Club President

This document is meant to serve as a guide for club presidents and advisors to work together to clarify and comprehend roles and responsibilities for the year. Clubs can choose any GU staff/faculty to be their advisor. Sponsored Student Organizations must choose someone from the sponsoring department to be their advisor.

Club Name …………………………………………………………………………………………………………………………

Club President …………………………………………………………………………………………………………………….

Club Advisor

**THE TOP THREE EXPECTATIONS OF AN ADVISOR FROM THE CLUB**

# 1.

2.

# 3.

**ATTENDANCE / MEETING**

How often should the advisor attend club meetings?

What is the advisor's role in meetings?

How often should the advisor attend events?

**CO MM UN ICATION**

What is the preferred method of communication between advisor and club?

**Turn into the Center for Student Involvement (Hemmingson 304) no later than Friday, September 29.**

**GROUP MANAGEMENT**

How should the advisor provide feedback to the president? The club?

What role does the advisor have in creating a cohesive team?

**EXTRA**

What else is the advisor willing to assist the club with?

What else does the advisor need to know?

What else does the president need to know?

By agreeing to serve as an advisor for the club/organization listed on this ag reement, I agree to the following expectations:

* To adhere to the above statements regarding attendance at club events and meetings and communication with club officers.
* To recognize my role as a mandatory reporter in regards to Title IX.
* To review all club event requests in a timely manner on Zagtivities, including events considered high-risk or controversial.
* To attend annual advisor orientation put on by the Center for Student Involvement.
* To recognize potential risk in club activities and notify the Center for Student Involvement (getinvolved@gonzaga.edu) with said information.
* To notify club leadership should I be unable to continue as a club advisor at any point throughout the academic year.

Club Advisor Signature Date \_

Club President Signature Date \_

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