

# I. Role and Responsibility of the Advisor

1. To carry out the duties assigned to the advisor by the organization's approved constitution.
2. To serve as a liaison between the College and the student club/organization, and to interpret college policies and procedures
3. To be aware of and assist the club/organization in the management of its financial responsibilities
4. Assist the club in program planning and implementation
5. Periodically keep in contact with the Office of the Student Union/Activities about any changes to the organizations membership or status
6. Assist the club with setting goals and assist them in the attainment of those goals.
7. Attend meetings and events as you and the organization fell necessary
8. Serve as a mentor, role model, policy enforcer and student advocate
9. Be accessible
10. Provide resources and growth opportunities for members