

## PHC Rho Gamma Job Description

Recruitment counseling is a positive step in making the recruitment process better understood by all participants. It is one-on-one guidance by an experienced fraternity woman who cares enough to give her best talent and service to potential new members. The ultimate result should be a mutually satisfying match between a new member and her chosen fraternity/sorority.

Rho Gammas must be enthusiastic and have sincere interest in the welfare of the potential new members and willing to make necessary sacrifices to promote all NPC groups.

### Purpose

The purpose of Rho Gammas is to:

- Stimulate and maintain interest in joining a fraternity/sorority
- Make every potential new member feel she has a Panhellenic friend who is capable of guiding her in her relationships with Greek organizations
- Make the Formal Recruitment experience an enjoyable and memorable one for potential new members by guiding them through the process, arranging fun activities together, and just being there for them
- Promote positive attitudes toward the Greek community through her own actions and attitudes
- Stop rumors that are harmful to potential new members or Greek organizations
- Understand and explain all recruitment rules, mechanics, and schedule
- Be available to potential new members at all times to answer questions and provide guidance in a one-on-one situation
- Be confident in the ability to deal with difficult situations and consult with the Recruitment Coordinator and the Greek Advisor about difficult questions or unusual situations
- Educate all potential new members of the benefits of being a part of the Greek community

### Qualifications

All fraternity/sorority women interested in the Rho Gamma Program must meet the following qualifications:

- Be in good standing as defined by her chapter
- Have a 2.5 cumulative UTSA GPA
- Is a loyal and involved member in one of the NPC groups
- Have a genuine interest in being an exemplary example of UTSA Greek Life
- Knowledgeable of recruitment terminology
- Possess the ability to be a good friend, listener, and peer advisor

### Requirements

To be effective, all Rho Gammas must:

- Disaffiliate from one's chapter, including all preparations before and during Formal Recruitment
- Attend all of the functions listed below
  - Rho Gamma Retreat
  - Summer Workshops
  - Orientation
  - Fundraising Events
  - Formal Recruitment
- Have complete understanding of the purpose and mission of Panhellenic Council and NPC resolutions and unanimous agreements
- Maintain confidentiality
- Sign a contract committing to their duties as a Rho Gamma

## General Responsibilities

Rho Gammas are always responsible for:

- Punctuality: During Formal Recruitment, every minute is planned.
- Having a positive attitude: To set an example for potential new members, keep a positive attitude about the Recruitment process, Greek Life, chapters, and UTSA.
- Remaining objective at all times: Disassociate from own chapter's recruitment activities, successes, failures, and decisions.
- Being fair: Do not in any way communicate with own chapter about potential new members.
- Not showing chapter affiliations: Do not wear or display any jewelry, clothing, or symbols that would identify you as a member of a specific chapter.

## Responsibilities Prior To Formal Recruitment

Throughout the spring and summer, Rho Gammas are responsible for:

- Fundraising: Advertisements for the recruitment guide, funding for t-shirts, and in-kind donations are needed.
- Marketing: Rho Gammas will help with all Formal Recruitment publicity.
- Contacting potential new members: A phone-a-thon is used to contact potential new members who expressed interest in going through Formal Recruitment.
- Educating: At new student orientation programs and information tables, Rho Gammas assist the Recruitment Coordinator & Greek Advisor with educating potential new members on NPC basic facts, new member programs, financial obligations, and scholarship requirements.

## Responsibilities During Formal Recruitment

During the week of Formal Recruitment, Rho Gammas are responsible for:

- Decorations: Rho Gammas will assist with set-up and take down of each event.
- Check-In: As potential new members arrive to each event, Rho Gammas make sure that they are prepared.
- Modeling: Rho Gammas will model the appropriate and inappropriate attire during Formal Recruitment.
- Escorting: Rho Gammas will escort potential new members to and from event rounds.
- Meeting with potential new members: Before and after each event, Rho Gammas will explain the Formal Recruitment process and schedule, distribute daily event schedules, answer last minute questions, do ice breakers, determine who might be late, leave early, or miss an event and report information to the Greek Advisor & Recruitment Coordinator.

## Responsibilities After Formal Recruitment

After Formal Recruitment, Rho Gammas are responsible for:

- Evaluating Formal Recruitment and the Rho Gamma Program.
- Maintain healthy relationships with each other.
- Promote Greek Life positively.