

Quick Tips on *Using Your Advisor*

Whether you are involved in a social or special interest group, Greek organization, a cultural group, or an educational program, a strong student/advisor relationship can help the organization succeed. Remember by working together, the advisor and student form a sharing relationship from which all of the College benefits.

ROLE OF THE ADVISOR:

- One rule applies to all advisors - the exact role of the advisor should be decided jointly by the advisor and the student group
- A balance between support and instruction should be found - the advisor is there to help you, not tell you what to do
- The advisor should not take a leadership role for the group
- For the first few meetings, the advisor can be a facilitator, an organizer and a coordinator, but should become a support and resource person once the new leaders are in place and comfortable with the position

HOW THE ADVISOR CAN HELP THE GROUP:

- By getting to know the students belonging to the organization
- By encouraging the group to keep records of all activities and encouraging the evaluation of the programs
- By being willing to make a phone call on behalf of the organization if doing so will remove obstacles or stress
- By asking that the group recruit and accept new members
- By fostering a sense of responsibility among group members

MAKING THE MOST OF YOUR ADVISOR:

- Give your advisor the chance to get to know the individuals in the organization
- Invite the advisor to all group meetings and programs and make it clear that you want him/her to be there
- Keep your advisor up to date on events, programs, and meetings so that everyone is kept on the same page
- Ask your advisor for assistance if you are having personality conflicts or troubles within the organization

- Let your advisor help you - experience with the school can go a long way to solving logistical and procedural problems
- Ask your advisor to aid you in evaluating programs and events
- Make sure your advisor is informed as to the goals and objectives of the organization
- Ask lots of questions if you don't understand something or need further information

MISCELLANEOUS:

- Creating a good relationship with your advisor may help provide continuity for the group
- During problem solving, the advisor is there to facilitate, not to fix things
- Your advisor has knowledge and information that can be useful to you - take advantage of it
- Don't abuse your advisor by asking him/her to do things that group members are capable of doing
- Open and frequent communication is crucial - stop by the office, drop a note in the mailbox, make a quick phone call, or send e-mail so that everyone can keep in touch



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