



60 S. 6th St. Suite 2800
Minneapolis, MN 55402
Phone: 508.226.1832

CHAPTER SERVICE CONSULTANT: FULL TIME POSITION SUMMARY

DESCRIPTION OF THE ROLE:

Chapter Service Consultants (CSCs) are the front-line staff of the fraternity. Each year, Alpha Delta Phi consultants travel the across the United States and Canada, visiting 15-20 chapters each, assist in our expansion efforts, and serve as the primary liaison between the Executive Office and undergraduate chapters. CSCs promote positive change and continued success within chapters, develop a professional network, and improve their leadership and communication skills.

REQUIRED QUALIFICATIONS:

- Initiated member of Alpha Delta Phi
- Bachelor's degree
- Have strong written and verbal communication skills
- Willingness to promote positive change and learn new leadership and education techniques
- Valid driver's license, clean driving record, and car with valid insurance
- Valid passport (U.S. applicants must be able to obtain entry into Canada)

PREFERRED QUALIFICATIONS:

- Experience with public speaking and speaking to people of authority
- Executive chapter leadership experience
- Team oriented and creative problem solver
- Ability to write concise reports using good grammar, spelling and punctuation

BENEFITS:

- Paid business cell phone
- Paid furnished housing and utilities in Minneapolis, MN (including parking)
- Daily meal stipend while traveling, plus reasonable travel expenses
- Keep your airline/hotel loyalty points/rewards
- Extensive travel experience
- Alumni contact and networking potential
- Career development opportunities

Interested members should submit their application, cover letter, resume, and two (2) professional references **before Monday, April 1, 2019**. Please send materials via email to: office@alphadeltaphi.org

*Position(s) are open until filled with preference given to applicants who submit all materials before the deadline.