

## Tips for having a successful advisor

### **Recruiting an Advisor:**

When looking for an organization advisor, student organizations should consider the following:

- What expectations does the organization have for the person serving in this role?
- Will the selected person have time to fulfill this role?
- Is this person interested in the purpose and mission of the organization? Advisor Roles and Expectations It is important that student organizations visit with their advisor to set up clear expectations.

### **The following are some expectations of Student Organization Advisors:**

- Must be a full-time faculty or staff member at South Dakota Mines.
- Aware of the purpose and activities of the group through attendance at group meetings and events.
- The advisor is not personally responsible for acts of the student organization through their service as an advisor. Advisors should provide advice and guidance in accordance with University and BOR policies to provide the organization advice that will further the general welfare of its members.
- Serve as a reference for general information regarding University and Board of Regents policies.
- Will assist in the transition process of outgoing and incoming student leadership.
- Will assist in financial matters of the organization.
- Will ensure student organizations maintain recognition through organizational renewal each year, and making sure organizations' Mines Link pages are updated.
- Will encourage student participation in student organization fairs, and other university sponsored events for organizations.

*(Adapted and used with permission from the University of Wyoming Campus Activities Center)*

### **Changing Advisors:**

There may be times when your student organization will need to change your officers or advisors. These updates should be made on your Rocker Central organization pages. In addition when changing an advisor, you will need to contact the Student Engagement office so that your new advisor can fill out our annual advisor agreement.