POSITION PROFILE – MEMBER-AT-LARGE

KEY SKILLS	• Ability to balance personal and professional relationships • Ability to motivate others • Advocating for others • Compassion and empathy • Conflict management • Running meetings
KEY RESPONSIBILITIES	• Serving as the chairman of the standards board • Ensuring the standards of the chapter are upheld • Submitting standards board minutes on the Phi Sigma Sigma website • Helping members understand the status change process • Working with the academic achievement chairman to support sisters who are struggling academically • Working with the secretary to take excuses for events • Settling conflicts and reconciling disputes • Keeping information confidential
KEY PARTNERS	• Standards Board • Phi Sigma Sigma HQ Staff • Vice Archon • Academic Achievement Chairman • Bursar • Secretary • Advisory Board
A MAL IS NOT…	• Responsible for policing social media • The “fun killer” • The sole decision maker on the standards board • The drama manager
TIME COMMITMENT	• Consistent tasks/work throughout the year

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