

"Example"

**Alpha Gamma Rho Fraternity
Housemother Agreement and Contract**

It is hereby agreed by and between the undersigned _____
is employed as the full-time Housemother for _____ Chapter
of Alpha Gamma Rho Fraternity for the _____ academic year at _____
_____.

A salary of \$ _____ per month shall be paid in advance of each of _____ months
beginning as of _____.

Federal and State withholding taxes shall be deducted from salary as required. The Fraternity
shall provide Workmen's Compensation insurance for the Housemother.

Other compensation specified as follows:

The times of service and vacation specified as below:

Term of Annual Agreement _____ to _____

Thanksgiving Vacation _____

Christmas Vacation _____

Spring Vacation _____

Other Vacation _____

The duties of the Housemother in the chapter house shall include:

1. Overall responsibility for financial management of kitchen and general board operation
2. Employment and supervision of all employed help:
Cook
Waiters
Property Manager
Others
3. Purchasing Supplies and Provisions
4. Social Adviser of chapter and at off-campus social functions
5. Planning of menus
6. Overseeing housekeeping of the house

7. Directing vacation house cleaning
8. Conduct fire and safety inspections
9. Coordinate parent clubs for the purpose of improvement in living conditions and materials.
10. Shall substitute as cook in cases of illness.

Other duties not stipulated above, i.e. alumni relations, recruitment duties, cultural events, new member education.

This agreement may be terminated by sixty (60) days written notice by the Fraternity (including Alumni Corporation president) or by the Housemother. A waiver of the sixty (60) day notice provisions may be established by the mutual consent of all parties endorsing this employment agreement.

House Director Date

Noble Ruler Date

Alumni Corporation President Date