

# **Alpha Gamma Rho Fraternity Housemother Program**

## **Statement of Position**

The Alpha Gamma Rho Housemother is a vital part of the Fraternity's effort to promote student's overall educational growth, making fraternity house living a valuable experience, while enhancing the principles and ideals of the Fraternity.

It is of high regard that Alpha Gamma Rho supports the development of Housemothers within each of our collegiate chapters, furthermore, believes it is necessary to have a Housemother for our brothers to gain the valuable lifelong skills for the betterment of the agricultural industry.

## **Basic Functions**

The Chapter House Director is encouraged to have a guiding and supporting role in the Chapter. They are encouraged to educate the members on etiquette and manners for all situations, to assist the Chapter in meal purchasing and planning, to provide counseling to all members, and to be the communicator between the Chapter and its associates, i.e., National Headquarters, Adviser, university and community officials.

### **A. Responsibilities of the House Director**

1. Hostess - Planning and Preparing For Guests; Greeting, Social Amenities, and Public Relations
2. Chaperon - What Activities and Programs should be attend, how Long; Informal Activities; When Women are Present, University Functions
3. Mentor/Educator - Teaching Professional and Social Conduct, Interactive Skills, Importance of Cooperation and etiquette
4. Purchasing Consult with Chapter Steward on commissary and Aid & Adviser Table Planning
5. Consultant - Personal Consultant for Brothers, Officer Consultant and Recruits; Consultant on Chapter Programs, as well as Consultant Adviser and Alumni
6. Communicator - Between Chapter and University/IFC, Chapter and Community, between Adviser, Alumni, Brothers and Parents

## **B. Fraternity & Chapter Policies**

1. National AGR position is pro housemother/director
2. Know, understand and help facilitate the Risk Management Policy locally/nationally
3. Hazing is not tolerated
4. Help Undergraduate Chapter prepare for Chapter Visits by Home Office Staff
5. Know the University and Local chapter policy on Alcohol & Substance Abuse
5. Know the Fraternity Social Programs
6. National Constitution & Statutes
  - Reinstatement and Expulsion
7. Chapter Constitution & By Laws
  - Chapter or Member Probation
8. Chapter Protocol and Rules
9. Be aware of undergraduate eligibility for membership
10. National and Local standards for officers
11. National and Local scholarship standards and programming
12. Budgets/Financial Reports are a responsibility of the chapter

## **C. Techniques**

1. Communications/Meetings with Executive Team, Advisers, and Alumni at designated times
2. Membership Education
  - Etiquette: Social and Professional
  - Chapter Protocol
3. Writing Column For Crescent/Newsletters, Local Newspaper
4. Writing to Parents of Prospective New Members is very important as well as to members' parents
5. Participation in long-range planning
6. Keeping Confidences!
7. Improving Social Program - Planning For Social Functions
8. Involved in planning Alumni/Parent Events
9. Have a chapter calendar
10. Being available for private meetings
11. Encourage periodic brainstorm sessions with everyone
  - Participate in retreats with officers/chapter/chapter alumni
  - Relationship with adviser/alumni
  - Family Events/Functions
12. Develop ways to know brothers
  - Personal Data Sheets (i.e. home phone, allergies, insurance cards)
  - Casual Conversation with brothers
13. Efficient and effective chapter house management
  - Food Service
  - Cleaning Supplies
  - Utilities
  - Know all vendors and service providers to the chapter
14. Foster relationships with neighborhood/community and city government