



BUILT TO LEAD

Board of Chapter Advisors (BCA) Foundation of Courage Development Guide

This guide is intended to outline responsibilities and provide suggestions for the BCA Foundation of Courage Development role. This position focuses on further training and education with undergraduate chairmen and members in the areas of hazing, alcohol abuse, onboarding and assimilation. This individual will also work closely with other members of the BCA, particularly the advisors overseeing recruitment, risk management and Level 1 development. The below responsibilities identify best practices to work efficiently with the undergraduate members and fellow graduate advisors. *This position can be served either remotely or in-person.*

BCA Foundation of Courage Advisor Responsibilities

Undergraduate Chapter Support:

- Attend Built to Lead experiences hosted for Level 1 brothers regularly. If advising remotely, coordinate the attendance of other graduate brothers.
- Host separate meetings with new brothers to discuss the process in more depth.
- Familiarize yourself with the Fraternity's and host institution's rules/policies regarding hazing and member misconduct.
- Review the Fraternity's/host institution's policy on hazing with the chapter once a semester.
- Review the Fraternity's/host institution's policy on hazing with new member classes every semester, if applicable.
- Help the Foundation of Courage Chair understand and follow *Foundation of Courage* during Level 1.
 - Assist with planning the Level 1 process with chairmen.
 - Follow up throughout the process to check on timeline and content being taught.
- Review the member education resources (Built to Lead/Foundation of Courage).
- Conduct a training annually with newly elected chairmen. We strongly encourage the use of the *Graduate Facilitation Guide for a Discussion on Hazing*.

Communication & Advisor Support Network:

- Maintain constant communication with key undergraduate chairmen, Purple Legionnaire and fellow board members.
 - We suggest trying to meet face to face, whether in-person or virtual.

- Monthly communication is required at minimum.
- The suggested undergraduates include Level 1 brothers, Foundation of Courage Chair(s), Risk Management Chairman and chapter leadership.
- Maintain availability for respective chairman to allow constant communication.
- Work with existing BCA Built to Lead and Risk Management advisors to review documents and conduct appropriate trainings.
- Attend BCA meetings and share a report on progress of check-ins with undergraduate counterpart(s).
- Recruit fellow BCA members to attend Built to Lead experiences hosted for Level 1 brothers.