

Office of Student Activities and Leadership

2122 Webb Center

757-683-3446

Advisor's Quick View Resource

The Office of Student Activities and Leadership is dedicated to assisting our student organizations and the advisors. The role of the advisor varies from school to school, here are some helpful hints for being an ODU Student Organization Advisor:

1. Get to know your students in the organization as well as make your presence known at meetings and functions when possible.
2. Set principles and offer guidance to your students, but do not ever directly do the necessary work for them. Be frank however, in offering ideas, considerations, or ideas for the group's discussion.
3. Provide constant and consistent support while challenging your students to continue developing their leadership skills. OSAL offers a series of leadership programs to help students with leadership skills. Check the website at: www.studentaffairs.odu.edu/osal frequently for updates.
4. Know the university policies so as to have a better knowledge base of advice as well as ensuring the group's compliance with these policies. Knowledge of the organization's constitution and bylaws will also benefit you in your advisory role.
5. Allow the group to fail sometimes—while difficult, it can be a powerful tool in developing student leaders.
6. Find that balance between being overly involved and under involved, but also strive for the group to be self-sufficient.
7. Stay well informed about plans and activities as well as the group's goals and direction. Activities the group plans should coincide and support the organization's goals and direction.
8. An advisor, especially one who stays an advisor from year to year, should assist in providing continuity from year to year as the leaders change. The Leadership Lecture Series also offers an Officer Transition Workshop.
9. You should be aware of the finances of the organization and generally supervise what is being spent, or not spent. Sharoyn Baker is the Financial Manager for student organizations. She can be reached @ 683-3446
10. Encourage excellence in academics as well as within the organization. ODU Students are required to maintain a 2.0 GPA to continue to hold officer positions and participate in most other leadership opportunities.
11. The advisor must be a link to the university administration and serve the group as a resource person. An on-campus address is required for mailing important information. PLEASE keep this updated in the organization's roster.

Reminders:

- Have organizations regularly check their **mailboxes**—This will serve as our official channel of communication
- Continue to make sure organization rosters are accurate and up to date.
- Check out other leadership opportunities, like the Leadership Lecture Series, at:

<http://studentaffairs.odu.edu/osal/>



Other Important Contacts

- *Don Stansberry: Associate Dean of Students
- *Nicole Kiger: Associate Director OSAL
- *Dionicia Mahler-Rogers: Assistant Director OSAL
- *Denisse Thillet-Castillo: Assistant Director OSAL
- *Sharoyn Baker: Financial Operations Manager
- Barbara Aultman: Event Management Center, Webb Center; 683-3436
- Kojo Asamoah-Cesar: Student Body President, SGA; kasam001@odu.edu
- Chad Gardner: Graduate Assistant for Leadership, OSAL; cagardne@odu.edu