

Phi Delta Epsilon New York Nu Administrative Board

Please do not hesitate in reaching out to any Eboard member for more information!

Communications Committee - S/RMO

Works with the Secretary/Risk Management Officer. Will be responsible for public relations and creating an image for Phi Delta Epsilon on campus. Public relations will include communications with faculty and other organizations. Comms. Committee will also be responsible for creating and coordinating advertising for all PhiDE events, including recruitment.

Historian (1):

- Manages attendance at all chapters and/or PhiDE events
- Takes meeting minutes / records chapters
- Documents non-chapter events with pictures and/or videos
- Creates posts such as birthday posts, member highlights and “Phact Friday” on various social media platforms

Chair of Public Relations and Marketing (1):

- Designs new apparel for the general body such as shirts, hats, stickers, etc.
- Helps create posters and graphics to advertise PhiDE events

Chair of Alumni Outreach (1):

- Serves as a liaison between alumni and current members
- Manages PhiDE’s LinkedIn and Facebook pages to maintain communications with alumni
- Coordinates with programming chair to create alumni events during the semester

Programming Committee - VPP

The Programming Committee is responsible for coordinating community, social, professional, and cultural events for the chapter. This committee is responsible for creating an atmosphere for members to bond and advancing the chapter’s overall professional development.

Chair of Diversity, Equity, and Inclusion Education(1-2):

- Helps the chapter to make decisions in a “collaborative, mutual, equitable” way
- Responsible for ensuring a welcoming environment to all identities so that they are celebrated and able to contribute to the chapter in a meaningful, mutually beneficial way
- Coordinates education and leadership training opportunities available on campus and in the community and shares them with the rest of the chapter

Chair of Social Events (1):

- Reaches out to host socials with other groups, creates bonding opportunities for the chapter, etc
- Works with VPP and Chapter membership to create engaging events to strengthen brotherhood

Chair of Professional Development (1-2):

- Assists VPP in brainstorming and executing various chapter events to share with the chapter
- Coordinates with community service chair to turn their ideas into concrete events
- Helps reach out to guest speakers / collabs with alumni outreach chair to host alumni speakers

Finance Committee - VPF

The Finance Committee is responsible for handling dues and budgets, planning of community service events, and fundraising for CMNH. This committee is also responsible for organizing the budget of the chapter, as well as coordinating community service and fundraising events to advance the philanthropy goals of the Phi Delta Epsilon.

Chair of Community Service (1):

- Assist VPF in collection of dues, and budgets
- Planning Community service events for the membership
- Coordinate with Programming chair to advance community service outreach
- Helping in organization of the finances of the chapter

Chair of Philanthropy and Fundraising Chair (1-2):

- Assists VPF in planning philanthropy in accordance with National Phi Delta Epsilon Standards
- Planning and creating events to achieve fundraising goals of the term
- Responsible for organizing budgets, and outreach in the community regarding philanthropy
- Works with VPF in collection and organization of dues, and budgets

Recruitment Committee - VPR

The Recruitment Committee is responsible for coordinating recruitment, current membership retention, and membership development. This committee will also be responsible for Big/Little reveal and maintaining the engagement of the new member class.

Chair of Recruitment (2-3):

- Assists in the development of recruitment, by assisting in the coordinating of rush events, zoom meetings, and interviews.
- Works with the VPR in the Big/Little matching process, and in conducting Big/Little dates and the reveal.
- Works with the S/RMO in communicating and publicizing recruitment events.

Chair of Retention (1-2):

- Responsible for encouraging member recognition through the development of membership awards.
- Helps in planning events for membership engagement between the new member class and the rest of the chapter.
- Encourages members to stay engaged by helping VPP plan fun events that are engaging, enriching, and fun.
- Acts as an outlet for current members to voice their opinions and assists Eboard in creating a more unified chapter.