

QUICK TIPS:

ASSUMPTIONS FOR EFFECTIVE STUDENT/ADVISOR RELATIONSHIPS

~ The responsibility for building the relationship must be shared between advisor and student.

~ The relationship must be based upon open, direct communication.

~ Both parties must recognize their various roles and responsibilities in and outside of the organizational position.

~ Both advisors and students are human beings who make mistakes, follow their own value systems and have individual professional and personal styles.

~ Both advisors and students are continually growing, changing and learning, each within their own unique stages of development.



LEADERSHIP DEVELOPMENT TIPS is a publication of the Student Organizations and Leadership Programs Office (554-2711). A Unit of Student Affairs

Advisors from the Student Organizations and Leadership Programs Office offer consultation in these areas and other areas of organizational leadership.

LEADERSHIP DEVELOPMENT TIPS also available on the following topics

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Conflict Resolution
Delegation
Diversity
Ethical Leadership
Fund Raising
Goal Setting
Marketing Your Leadership Skills
Meetings
Motivation
Officer Training/Transition
Organizational Retreats
Parliamentary Procedures
Program Planning
Publicizing Events
Recruitment & Retention
Stress Management
Team Building
Time Management**

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LEADERSHIP DEVELOPMENT TIPS

STUDENT/ADVISOR EFFECTIVE RELATIONSHIPS



“All of us, at certain moments of our lives, need to take advice and to receive help from other people.”

Alexis Carrel

LEARN MORE ABOUT EFFECTIVE RELATIONSHIPS!

Responsibilities of...

Group Members to Advisor

1. An advisor should be recognized as an integral part of the group although he/she is not a member. Therefore, additional courtesies and considerations should be extended to him/her. An advisor should be welcomed at all meetings and social events, and thanked for coming at the close of events.

2. Group and executive board meetings should be planned at a time when the advisor is able to attend.

- Be sure to relay the date, time and place for each meeting.
- Have an advisor report as a regular part of the meeting.
- Send the advisor a copy of all minutes.
- Check with the advisor before scheduling a special meeting.
- The president of the group should meet regularly with the advisor to discuss organizational matters and to relay and update information.

3. An organization should ask their advisor for his/her opinion and advice when problems come up within the organization. Make use of the advisor's background and experience within the organization and the University.

4. Group members should work on good communication between themselves, the organization and their advisor. Let your advisor know when he/she is appreciated and has done something positive for your group. The group should be prepared to let their advisor know how he/she may improve in order to advise you better.

Responsibilities of...

Advisor to Group Members

1. Become acquainted with the individual members-- let them know you care.

2. Determine whether or not an organization is achieving the goals set forth at the beginning of each semester.

3. Maintain open, direct communication with the officers. Have individual meetings with the president to share ideas and feedback.

4. Attend as many meetings as possible.

5. Advise and evaluate the officers on the performance of their duties.

6. Be aware of University standards and regulations as they apply to the organization.

7. Help the group institute and maintain a well-organized recruitment plan.

8. Help new members feel welcome-- encourage the group to integrate new people by providing orientation and training programs.

9. Work closely with the staff in the Student Organizations and Leadership Programs Office. Professional advisors can help, especially if you keep them informed with your organization's activities, plans and problems.

