



Advisors can provide a group with invaluable information and assistance.

How does this occur?

It begins with the advisor and student leader of an organization sharing an open, honest relationship and having the opportunity to share ideas, receive feedback, and build trust. If these two people take the time to build this type of relationship, they will be able to provide consistent and effective leadership to the group.

**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

- Brainstorming
- 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**

**GROUP
ADVISING**



“Advice is like snow; the softer it falls, the longer it dwells upon, and the deeper it sinks into the mind.”

Samuel Taylor Coleridge

QUICK TIPS:

Dos & Don'ts of Advising

A list developed by students

Do

Allow group to succeed
Allow group to fail
Know your limits
Know group limits
Be visible
Be consistent with your actions
Teach leadership
Keep your sense of humor
Learn when to and when not to speak

Don't

Control the group
Manipulate the group
Miss group meetings or functions
Take ownership for the group
Close communications
Be afraid to let group try new ideas
Know it all
Take everything so seriously
Say "I told you so..."
Be the leader — be an advisor

LEARN MORE ABOUT GROUP ADVISING!

GUIDELINES FOR EFFECTIVE ADVISING

GENERAL FUNCTIONS:

A group advisor must express sincere enthusiasm and interest in the group and its activities.

At times it is wise to allow the group to be on its own. You can demonstrate your trust in them by stepping back for a short time; however, do not pull back too far because they may feel you have lost interest. If you never step back, they may feel you are the "parent."

Act as a positive critic to the group. Give them feedback on their progress.

Serve as a resource for alternative ideas.

Be aware of procedures and regulations affecting the group. Adhere to them.

Try to encourage the assignment of tasks to all members.

Advise and evaluate the officers' performance of their duties.

MEETINGS:

Meet with the officers at least one day prior to the meeting to develop an agenda. Help the officers consider what has to be done and what should be done in light of their goals.

Following the meeting, discuss with the officers any problems encountered during the meeting and offer suggestions for improvement.

Attend as many meetings as possible.

TEAM BUILDING:

It is important for group members to know each other well enough to be able to share thoughts freely and join in the group.

Get to know members and help them identify the contributions they can make to the group.

Work with group leaders to develop and implement procedures for building group feeling and purpose.

GOAL SETTING:

Early in the year raise questions about the group goals. What is their purpose? What do they want to accomplish? Try the consensus method for group goal formation.

Keep a record of goals and encourage the group to periodically evaluate its progress in relation to those goals.