

Young Harris College  
Office of Student Involvement  
Division of Student Development

**ORGANIZATION ADVISOR AGREEMENT FORM  
2020-2021**

Advisor Name:	Club/Organization Name:
Department:	Title:
Office Phone:	Home/Cell Phone:

Young Harris College requires that each officially recognized organization have an advisor who is a full-time employee of Young Harris College. The organization is free to choose their advisor pending approval from the Office of Student Involvement. The advisor serves as an important resource for the organization, providing the basis for long-term stability as well as growth and development. As the students change from year to year, the attention and guidance of an advisor can have a marked impact on the group with which he or she works.

Ideally, organizations are to be initiated, developed and maintained by the students. It is important for each advisor to provide support and guidance while encouraging the students themselves to supply the primary source of organizational leadership and initiative for the planning of programs and events. The duties of the advisor, as detailed below, may be interpreted differently depending on the nature of the organization; specific areas of knowledge and expertise will vary among advisors. Each advisor’s personal style will affect the degree of direct involvement he or she has with the group, and the extent to which responsibility for certain organizational functions are shared among the advisor and chief officers.

**Specific responsibilities of the advisor are:**

- To attend meetings of the organization and provide mature counsel for the organization
- To aid the student members and officers in developing effective leadership skills
- To serve as an additional communication link between the organization and the College
- To be aware of all plans for programs and activities, and to provide assistance when needed in the coordination of these events.
- To be aware of the College policy regarding recognized student organizations
- To acknowledge the successes and positive aspects of the group’s pursuits
- To recognize that student organizations provide a forum for experiential learning for the student members and that organizational failure can be beneficial in this regard.
- To stress the educational aspects of the students’ experiences with their organization
- Must sign off on all room requests and room setup requests sent to Student Involvement and the facilities office.
- To provide a basis for continuity in an organization from year to year

**Important Clery Act Information:** Due to your role as an advisor of a recognized student organization, you are considered a “Campus Security Authority” for the university. As such, you shall immediately report any crimes that you are made aware of to the YHC Police Department or the Office of Student Development.

**Additionally, all YHC student organization advisors must attend one of three advisor training workshops that are provided during the fall semester. This will be occurring in 2020!**

The Office of Student Involvement will serve as a mediator for any conflicts or concerns between the advisor and the organization. If an advisor decides to discontinue their advisement of an organization, a transition meeting will be conducted in the Office of Student Involvement.

I understand and agree to serve as the YHC faculty/staff advisor for the student club/organization named above for the 2020-2021 academic year.

Advisor Signature:	Date:
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