

## GREEK HOUSE DIRECTOR FREQUENTLY ASKED QUESTIONS

### 1. **What if I do not have Residence Life or Greek experience?**

Past experience with Residence Life or Greek Life is helpful, but not a requirement. We are looking for a diverse staff with different kinds of experience and a variety of different perspectives to bring to the table. Residence Life or Greek Life experience is not required.

### 2. **Can my spouse live with me? Can my significant other live with me?**

BGSU does provide benefits for married staff. A spouse would be able to live in a chapter house with a staff member. BGSU does not provide benefits for significant others or non-married staff. A significant other would not be permitted to live in a chapter house with a staff member.

### 3. **Is it possible to balance responsibilities of an assistantship, Greek House Director, and graduate school?**

Balance is a very important component of graduate school. It is definitely possible to find a balance between an assistantship, the Greek house director position, and school, as well as a personal life, family, and friends. Current staff members are willing to give tips or advice on this question.

### 4. **Which assistantships allow a first year student to have a Greek House Director position?**

Assistantships in the career center, counseling center, academic advising, residence life (other than graduate hall directors), and many other offices on campus have allowed their staff to be a Greek house director. Greek Life assistantships require their graduate assistants to be a Greek house Director. Assistantships in the Union, Office of Student Life, and the Office of Campus Involvement do not allow first year students to be a Greek house director. Be sure to ask different offices what their policy is on staff being a Greek house director.

### 5. **Can women live in a fraternity house and men live in a sorority house?**

This is possible. We currently have a number of women serving as Greek house directors in fraternity houses as well as a man serving in a sorority house. We do tend to match up men with men and women with women, but we do have a few exceptions.

### 6. **How many hours does Greek House Director take per week?**

The Greek house director position will take approximately 10 hours per week. This is variable, and some weeks may be busier than others. Greek house directors are required to meet once a week with the chapter president, once a week with the chapter house manager, and attend the Greek house director weekly meeting. There are various other responsibilities listed in the job description.

- 7. What is the environment of the house? Is it too loud or noisy?**

Part of the Greek house director position is to help create a positive environment within the chapter house. There are quiet hours that are mandated through Residence life that are applicable to the Greek houses. As long as expectations concerning noise are addressed, chapters tend to be appropriate. Students can be reported to Greek Affairs through the discipline process if they violate the quiet hour policy.
- 8. What are problems or issues that Greek House Directors face within the position?**

Greek house directors have a live-in position and may be faced with issues or problems at any time during the day or night. Crisis situations may occur, as well as alcohol issues, noise, and various other student issues. Greek house director training will cover in-depth how to handle many situations, resources available on campus, and procedures to handle any situation.
- 9. Can I be a House Director for the chapter which I am affiliated?**

Greek Affairs does not tend to place staff members with a chapter or organization they are affiliated with. There have been a few exceptions to this rule, but usually the answer is no.
- 10. How do I find a chapter that is a good match for me?**

Be sure to get to know the chapter when having the opportunity to interview with each chapter. Remember this is an opportunity for you to interview the chapter, as well as they to interview you. Ask a lot of questions, be sure to address any concerns you may have, and be honest. This will help provide a chapter that would be your best fit.
- 11. How does the process of matching a chapter work?**

On Monday afternoon from 4:00-6:00 p.m. there is an opportunity to interview with many of the chapters in need of a new house director. This preliminary round of interviews will provide evaluations for both the candidates and the chapters to fill out. After the first round, available candidates who are confirmed to being admitted to BGSU will have a second round phone interview with one, two, or three chapters that they evaluated positively during the first round. From there, Greek Affairs will place what they see as the best fit for both the candidate and the undergraduate chapters.
- 12. What is the size of the House Director apartments?**

The sizes of the apartments do vary, depending on the chapter house. Each does provide an ample amount of living space. Monday evening provides an opportunity to tour different apartments on and off campus, and Greek house director apartments will be included in this tour.
- 13. What kind of furnishing is in the apartment?**

Each apartment is fully furnished with a bed, dresser, desk, filing cabinet, couch, and a bookshelf. Each apartment is also equipped with a computer, internet, and cable TV. Some apartments come with additional furniture.
- 14. What are the bathroom arrangements within the house?**

All staff members receive a private bathroom within the chapter house. Some bathrooms are within the apartment, and some are outside of the apartment, but all are private.

**15. Is there a kitchen in the apartment?**

There are no kitchens in the apartments, but there are kitchens in every chapter house available for use.

**16. Could I have a pet in the apartment?**

The only pets allowed in Greek house director apartments are fish. No other pets are allowed.

**17. What kind of meal plan is provided? Do all of the houses have cooks?**

For houses that do not have cooks, the meal plan provided is \$2900 for the academic year. For houses with cooks, the provided meal plan is \$1900 for the academic year, as well as being able to eat all meals provided by the chapter cook. The sorority row and Conklin chapters each have cooks.

**18. Are all of the chapter houses located on campus?**

A majority of the chapters are located on campus, but there are some located off campus. The directors who reside in off campus houses do get a commuter parking permit and are able to drive to campus each day.

**19. When are meetings for House Directors?**

Traditionally, house director meetings have been Friday mornings from 8:30 a.m. to 9:30 a.m. This does not conflict with any CSP courses. These meetings are mandatory and should be communicated with the assistantship supervisor.

**20. Will I have the opportunity to meet with a supervisor regularly?**

Greek house directors have the opportunity for a "one-on-one" meeting biweekly with their direct supervisor to discuss any issues, concerns, or anything at all. In between one-on-ones, the supervisors are always willing to meet if necessary and/or will respond to any questions or concerns via phone or email.

(Greek graduate assistants have the opportunity for a one-on-one meeting weekly with their direct supervisor.)

**21. What are "on-duty" responsibilities?**

Each house director rotates duty responsibilities. Each director member is on duty two weekends per semester and four weeknights per semester. Weeknight duty begins at 5:00 p.m. and ends at 8:00 a.m. the next morning. Weekend duty is with one other director member and begins Friday night at 5:00 p.m. and ends Monday morning at 8:00 a.m. Weekend duty also consists of rounds, where both director members on duty do a safety check and walk through the first floor of each chapter house.

**22. What are late night events and our responsibilities?**

Late night events are social events hosted by the NPHC Greek organizations. These events are held on campus, usually in the Union. Greek house directors are required to attend one late night event per semester. Directors on weekend duty are required to stop in to the late night events happening on that weekend.

**23. What are closed weekends?**

Closed weekends are weekends that staff are required to stay in the Bowling Green area. These are weekends identified that staff members need to be present to ensure a visible presence to the students. For example, move-in weekend and homecoming are two of the weekends that are closed weekends.

**24. Do Greek House Directors get breaks for vacations?**

Yes! Greek house directors get the opportunity for fall break, Thanksgiving break, semester break, and spring break. The house director must stay to close the chapter house and do room safety checks before departing for a break. Weekends off throughout the year are permitted, but must be approved with a direct supervisor.

**25. What are “closing” and “opening” responsibilities?**

Closing and opening responsibilities come with school breaks. When closing chapter houses, two staff members must do a safety check on each room to ensure there are no obvious policy violations. Opening the house is at the beginning of each semester and consists of checking in all residents.

**26. What is the training process and timeline for Greek House Directors ?**

After it is confirmed who will be attending BGSU, a second round phone interview will take place with candidates and chapters. It is our hope to make chapter and staff placements by April 14, if not before. The training process takes place for two weeks in the summer and begins Sunday, July 30 and continues through Wednesday, August 9, 2006. Once we have confirmed our staff, a specific training schedule and more information will be sent to all staff. It is possible to move in to the Greek house director apartment the Monday before training--July 24.

**27. Can I live in the apartment over the summer?**

The opportunity to live in your house director apartment the summer in between your first and second year is available. This opportunity would require ten hours of work per week in the Greek Affairs office.

**28. Is there parking available?**

Parking is provided for each house director and is located near each chapter house. The parking fee is included in the offered house director amenities.

**29. Can I bring my own furniture?**

Each apartment is fully furnished. Bringing small furniture items is possible and would depend on the size of your personal apartment. There is not a lot of room for large furniture items and we recommend not bringing those.

**30. What kind of experiential benefits come with the position?**

The Greek house director position provides a positive opportunity to build relationships with students. The live-in aspect provides training in crisis management, conflict resolution, and facilities management. The Greek house director position also allows student affairs paraprofessionals to be “in the midst of it all” and get to experience student life and the day by day aspects college students are dealing with. The position offers an opportunity to be a role model and mentor for college students and is a wonderful opportunity.