

Position Description: Historian

Description:

This resource provides an overview of the roles and responsibilities of a Historian. The Historian is responsible for maintaining records of local history and managing the chapter supplies in storage. This description will provide a framework for all Historians to operate across the International Fraternity.

Goals:

- To identify the roles & responsibilities of the Historian.
- To clarify what the International organization expects from chapter members serving in these positions

Competencies Addressed:

- Self-Governance
- Organizational Leadership
- Personal Excellence

Historian

Position Description

1. Responsible for maintaining chapter storage supplies.
2. Responsible for managing a record of awards the chapter receives.
3. Complete a history update for the Chapter annually.
4. Work with the Associate Member Educator to design curriculum around the local history of the Chapter and university.
5. Manage the storage of old composites.
6. Help the Alumni Secretary plan and execute reunions and other alumni events.

