SIGMA KAPPA

NATIONAL COUNCIL ORGANIZATIONAL CHART

Sara Chacon

Ann O'Connell

Malana Salyer

Mary Ellen Elkins

Meaghan Miller Thul

Carol Beth Ivory

Kellie Bray

Rebecca Patel

- National President
  - Bylaws Chairman
    - Bylaws Committee
  - PNP Chairman
    - PNPs
  - Nominating Committee Chairman
    - Nominating Committee
  - NPC Delegate
    - NPC Alternate Delegates
    - Panhellenic Coorindators
  - Director of Volunteers
    - Sorority Executive Director
    - Tellers Chairman
    - National Archivist
- National Vice President for Alumnae
  - Director of Alumnae Experience
  - Director of Collegiate Alumnae Experience
    - Collegiate Alumnae Relations Coordinators
  - Director of Alumnae Chapter Management
    - ADDs
    - Alumnae Extension Coordinator
    - Alumnae Recruitment Coordinator
- National Vice President for Collegiate Chapters
  - CDDs/ CDD - DCNC/ CDD - DSC
    - Specialized Chapter Coordinators
    - Colony Coordinators
    - New Chapter Coordinators
    - Collegiate Coordinators
    - Advisory Board Supervisors
      - Chapter Advisors
  - Director of Risk Management
    - Risk Management Coordinators
- National Vice President for Membership
  - Director of New Chapter Recruitment
    - New Chapter Recruitment Coordinators
  - Director of Specialized Recruitment
    - Specialized Recruitment Coordinators
  - Director of Recruitment
    - District Recruitment Coordinators
      - Recruitment Supervisors
  - Release Figure Method Coordinator
  - Recruitment Resources Coordinator
- National Vice President for Extension
  - Extension Development Coordinator
  - Extension Resources Coordinator
- National Vice President for Programming
  - Director of Programming Content
    - Programming Content Coordinators
  - Director of District Programming
    - District Programming Coordinators
  - Director of Service Director of Lifetime Membership
- National Vice President for Communication
  - Awards Chairman
  - Online Community Coordinator
  - Editors
  - Editorial Assistants
  - Director of Member Communication
  - Director of Public Relations
    - Alumnae Public Relations Coordinator
    - Collegiate Public Relations Coordinators
- National Vice President for Finance
  - Director of Chapter Finance
    - Alumnae Finance Coordinator
    - Collegiate Finance Coordinators
    - New Chapter Finance Coordinators
    - Specialized Chapter Finance Coordinators
  - Director of Housing
    - Corporation Liaisons
    - Sorority Supervised Corporation Boards

Sigma Kappa's membership is more than 165,000.
Nearly 200 volunteers compose the volunteer leadership structure.

revised 7/2016

SIGMA KAPPA

NATIONAL COUNCIL AREAS OF RESPONSIBILITY

National President

- Chief executive officer/official representative
- Presides over convention and council meetings
- Appoints standing or special committees
- Serves as an ex-officio member of all committees except nominating committee
- Attends NPC and other conferences
- Serves as a Sigma Kappa Foundation Trustee
- Ensures the preservation of the ritual and archival materials
- Chairman of archives committee

National Vice President for Alumnae

- In charge of all matters pertaining to the promotion, organization and general welfare of alumnae membership
- Supervises all alumnae national officers
- Coordinates alumnae/ collegiate relations
- Oversees alumnae recruitment and extension programs
- Ensures quality alumnae programming
- Serves as a Sigma Kappa Foundation Trustee
- Performs the duties of the President in her absence or at her request

National Vice President for Collegiate Chapters

- In charge of all matters concerning the conduct and functioning of the collegiate chapters
- Supervises national officers working with collegiate chapters
- Directs the Standards of Excellence program
- Administers national policy pertaining to collegiate chapters
- Communicates with the collegiate services manager regarding leadership consultant requests

National Vice President for Membership

- Responsible for all matters pertaining to recruitment and functioning of the collegiate chapters
- Coordinates recruitment workshops
- Develops recruitment plans for collegiate chapters
- Directs the Recruitment Introduction program
- Communicates with the collegiate services manager regarding leadership consultant requests

National Vice President for Extension

- Oversees the planning, promotion and organization of all matters pertaining to collegiate chapter extension
- Responsible for the extension process of colonies including the cultivation, presentation, colonization and installations
- Supervises the work of the field officers responsible for collegiate extension

National Vice President for Programming

- Develops and implements educational and social programming for collegiate and alumnae chapters
- Coordinates revisions for handbooks and other resources
- Revises the Promise program resources for collegians and alumnae
- Plans programming for regional leadership conferences and convention
- Responsible for all educational training and national training program
- Coordinates Advisor's Academy®

National Vice President for Communication

- Responsible for accurate records of the proceedings of convention
- Provides detailed minutes of national council meetings
- Responsible for all correspondence
- Sends and tabulates motions
- Works with the editorial board to produce the *Sigma Kappa Triangle*
- Supervises creation of *The SKoop*
- Oversees website, social media and other technology-based communications
- Supervises the awards process
- Coordinates annual supplies, *National Policy Handbook* revisions

National Vice President for Finance

- Responsible for financial management of the national organization
- Prepares annual budget for national council approval
- Serves as a Sigma Kappa Foundation Trustee
- Serves as a National Housing Corporation Director
- Supervises corporation liaisons for non-National Housing Corporation participator corporation boards
- Chairman of the investment committee