

Ethics within Your Organization

Keep an open communication line with all organization members.

Organization members should be clear as to what their role is, and what is expected of them, as well as what they might gain from participating in the organization.

The president is not the organization's boss, rather she/he can be looked upon as the spokesperson or facilitator of the group.

Never ask an organization member to do something that you would not be willing to do yourself.

All roles should be rotated between organization members so that the members do not experience burnout, boredom, or dissension.

"Fringe benefits" given to the organization, such as T-shirts, need to be fairly distributed.

Always give plenty of warning as to when and where all organization meetings and events are being held. Post the time and locations in your organization office or the Student Activities Center (SAC) posting area. Have "phone trees" to remind members to come to the meetings.

Treat all members equally, even if some members are personal friends or someone you do not yet know. The organization is not only a social club. Hold your meetings in an organized and systematic manner with an agenda. Make sure you allow a period for all organization members to express their views and volunteer their time and talent. Meetings can be more interesting and productive if you start off with an ice breaker or something fun, but not too time consuming.

When explaining how to do a task, think of yourself as a new member with no experience and try to explain the task clearly and allow for questions. If it's too complex, ask to meet after the meeting for more explanation or involve all the members in learning the task.

Encourage organization members to come to the office.

YES, IT CAN BE DONE!