FASET Leader – Leadership Contract

The following standards have been established to ensure the best possible experience for students, family members, and guests who attend our orientation programs and to promote a positive community of support amongst our FASET team.

As a member of FASET Leader staff, I _______________________________ agree:

1. To be an appropriate ambassador of Georgia Tech including upholding the mission of Georgia Tech and conducting myself in a professional manner including on campus, community wide, and digitally.
2. To not violate any Georgia Tech policy including, but not limited to, those stated in the Student Code of Conduct and to maintain good judicial standing with Georgia Tech.
3. To treat any information that is divulged to me, due to my position, with confidentiality and respect. The Family Education Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records and I will uphold those rights.
4. To ensure the fair, objective and impartial treatment of all persons with whom I deal and will not condone or participate in behavior that demeans persons or creates an intimidating, hostile or offensive environment. To show respect for other individual beliefs, practices and thoughts.
5. To share any records, background, or other information that applies to student performance and status with the professional staff for the purpose of making informed decisions and/or referrals.
6. To refrain from romantic and/or sexual relationships with other FASET Leaders, Cabinet Members, incoming students and/or their families/guests until the end of my term, concluding with FASET Banquet.
7. To refrain from the use, consumption or service of alcohol or drugs, regardless of age, the night before or during any FASET or Cabinet activity. This includes orientation sessions, pre-session meetings, training, retreats and social gatherings.
8. To hold myself to a high professional behavior standard included, but not limited to: social opportunities, gossip, attitude, relationship boundaries, and overall work ethic.
9. To serve as a mentor, role model, and resource to the FASET Leader Staff and all incoming students.
10. To be available, visible, and approachable to program participants and fellow leaders, Cabinet and other staff members at any time I have been assigned a specific responsibility.
11. To be disaffiliated while representing FASET, including adhering to all disaffiliation protocol set forth by Pro-Staff.
12. To complete all assigned trainings by announced deadlines including, but not limited to: MyStudentBody, FLOWBs, Mentor Team Training, Online Trainings, etc.
13. To be an active and engaged participant within the FASET Leader Programming including involvement within the Mentor Team Games, Leader Socials, and other opportunities.
14. To communicate effectively with professional staff, FASET Cabinet members, fellow FASET Leaders and campus administrators including reading and responding (as appropriate) to all FASET related emails from professional staff, Cabinet, and Leader Staff.
15. To avoid discussing staff concerns in the presence of program participants and to properly confront issues or problems with the appropriate individuals, in an appropriate manner.
16. To be in good academic standing and maintain a minimum of a 2.30 cumulative G.P.A.
17. To attend and be on time to all training workshops, retreats, preparation sessions, pre-sessions (in proper attire), and staff meetings, unless given pre-approval. All unexcused absences and tardiness will result in removal consideration. Excessive excused absences or tardiness may also result in removal consideration.
18. To complete at least one extended leader duty. (ex.: Summer First Year Registration, R.A.T.S. Week, Convocation, Parent Surveys, etc.)

In accepting my position as a FASET Leader, I agree to all of the terms stated in this contract. I understand that by committing a breach of this contract, I may consequently lose my position as a member of the FASET Leader team.

I, ________________________________, have read and understand the above responsibilities and expectations. My signature on this agreement signifies that I will be responsible for the above requirements.

_____________________________________________  _________________________
Signature                                           Date