Greek Week
Committee Chair Responsibilities

Below are general descriptions of the Committee Chair position responsibilities. Please take these into consideration when you are applying for the positions.

Rec Night
Responsible for planning and coordinating a recreational night.
Be able to create brackets
Chairs must communicate with committee regularly

Olympiad
Responsible for the planning of Greek Olympiad.
Must submit list of games and activities that will take place in Olympiad, 1 month prior to Greek Week
Exec. Board.
Reserve area where Olympiad will take place.
Check in chariots day of competition and relay info on Chariots and Flags to Presidents of organizations.

Community Service
Must provide community service opportunities leading up to Greek Week for members to log hours or make donations.
Work with community organizations to coordinate these opportunities.

Philanthropy
Must create a Philanthropy event for the week of Greek Week.
Work with Philanthropy that is chosen for Greek Week and give them money raised.
Reserve space where Philanthropy event will take place.
Hold committee meetings and relay information to Presidents of any updates with Philanthropy event.

Special Events
Organize Zeus and Hera Event
   *Set up auditions times
   *Approve talents
   *Set up a practice time for talents before the show
Book CJT
Stay in close contact with all Zeus and Hera contestants

Public Relations
Posting important event on Channel 9 and the Northwest Missourian
Press Release proposals
Work with Order of Omega in preparing for awards ceremony
Collect pictures from events throughout Greek Week to submit to University Relations and to Panhel/IFC recruitment directors
In charge of Greek Week shirts, posters, and shirts for the Greek Week committee
Work with the Northwest Missourian to create the community hand out of Greek Week events
Make sure all ads are approved a month before they print
In charge of one PR event

Fundraising
Should plan on raising between $400-$500 before Greek Week
Must put on two events

Judges
Greek Week
Committee Chair Responsibilities

Find Judges for all events
Plan Greek Week Awards Ceremony

All Greek Social
Coordinate event that brings together all Greek organizations to celebrate the beginning of Greek Week
Encourages Greek Unity
Reserve space for All Greek Social