



REGIONAL HOUSING ADVISOR

Roles and Responsibilities

- Be knowledgeable of housing policies.
- Oversee Local Housing Corporations, Chapter Housing/Facility Advisors, and/or Chapter House Managers (or equivalent) within the region.
- Communicate with the Chapter Advisory Board Chairman regarding any housing concerns with membership for chapters within the region.
- Assist in the review of leases and member housing agreements.
- Maintain a list of assets such as furniture for chapters.
- Read all incident reports relating to housing.
- Recruit and train Chapter Housing/Facility Advisors as needed.
- Assist in the identification and recommendation of chapter housing needs.
- Report to the National Housing Corporation Board.
- Attend Theta Phi Alpha events and trainings as needed.
- Submit reports as requested.
- Perform other duties as reasonably requested.
- Pay annual Theta Phi Alpha alumnae dues.

The Regional Housing Advisor (RHA) will oversee facility/housing matters for approximately 5-10 chapters depending on the chapters' needs. The RHA should have an understanding of any leases or local housing corporations within their region. The RHA will identify and recommend housing projects to the National Housing Corporation Board including, but not limited to, renovations; purchases; new leases.

Some travel to chapters within the region may be required.

Advancement Opportunities: National Housing Corporation Board

For more information contact: housing@thetaphialpha.org