



YOU'VE GOT NEW OFFICERS...

NOW WHAT?

First, send your new officers the Officer Transition form. This form triggers their onboarding with our office. Without this, we don't know that they're an officer!

Officer Transition Form 🔍

While Student Organizations are student-led, advisor communication during new officer onboarding is imperative! Both current officers and advisors should welcome new officers immediately.

COMMUNICATION IS KEY!

1. Organize a time to meet with your new officers.
2. Work through/show your new officers the Annual Plan.
3. Walk them through the org's current focuses and activities.
4. Explain expectations and which duties each officer will be responsible for.



Resources for Advisors & Officers:



1. [President's Roundtable](#) in CareerLink
2. SharePoint Organization Dashboard
3. [Chapter Standards Program](#)
4. [Organization Hub](#) (You'll use it a lot!)