

APPENDIX: VICE PRESIDENT OF SERVICE

SUPPORTING VIRTUAL OPERATIONS

Address:
Alpha Phi Omega
1441 East 104th Street, Ste. 105
Kansas City, MO 64131

816.373.8667
chapter_services@apo.org

www.apo.org



PRACTICING SOCIAL DISTANCING OR VIRTUAL OPERATIONS: VICE PRESIDENT OF SERVICE

The spirit of service is not limited to in-person interaction and should be adapted and changed to fit the needs of the chapter, campus, community and cause. A vice president of service is in the position to bring forth innovative and exciting virtual projects, allowing every member of the chapter to engage in meaningful service during time spent apart. At this time, adapting the service program to match the virtual and socially distant needs of members should be at the forefront of this officer's efforts. Utilize the goal statement below - or create your own! - to better understand the essential functions of the vice president of service. The tips and tricks that follow can assist your chapter when making adjustments and continue to thrive as servant leaders!

GOAL STATEMENT

The vice president of service will evaluate the needs of the chapter, campus, community and country to develop a customized service program that builds intentional relationships with volunteers and organizations that promote servant leadership.



CREATE YOUR OWN: _____

TOP 5 VIRTUAL JOB FUNCTIONS OF THE VICE PRESIDENT OF SERVICE

- 1.** ESTABLISH AND IMPLEMENT A VIRTUAL OR SOCIALLY DISTANT SERVICE PROGRAM THAT PROMOTES LEADERSHIP DEVELOPMENT AND SKILL-BUILDING THROUGH ACTIVE PARTICIPATION IN PROJECTS AND EVENTS THAT SUPPORT LOCAL AND NATIONAL COMMUNITIES
- 2.** UTILIZE A SHARED CALENDAR TO PLAN PROJECTS THAT ALIGN WITH NATIONAL PROGRAMMING SUCH AS NATIONAL SERVICE WEEK AND SPRING YOUTH SERVICE DAY, AND REPORT ON THOSE PROJECTS IN A TIMELY MANNER
- 3.** DETERMINE A VIRTUAL SYSTEM TO TRACK EACH MEMBERS' SUBMITTED SERVICE HOURS, SUCH AS SHARED GOOGLE FILES OR SCHOOL SPONSORED STUDENT ENGAGEMENT APPS
- 4.** ENCOURAGE MEMBERS TO FIND THEIR PASSION FOR SERVICE BY PROMOTING DIVERSE SERVICE OPPORTUNITIES THROUGH VIRTUAL AND SOCIALLY DISTANT PROJECTS HAPPENING IN THEIR LOCAL COMMUNITIES
- 5.** STAY UP TO DATE WITH UPCOMING SERVICE OPPORTUNITIES IN THE SECTION AND REGION BY KEEPING IN TOUCH WITH NEARBY CHAPTERS THROUGH EMAIL, VIDEO CALLS, INSTANT MESSAGING OR PHONE CALLS

TIPS AND TRICKS

REMEMBER TO COMMUNICATE

Establishing a consistent way to contact brothers from a distance is key to developing a virtual service program. Develop or encourage the continued use of an online form specifically for the submission of service hours completed by brothers outside of APO. You could even text brothers individually to help keep them engaged and on top of completing their service requirement(s).

ARRANGE VIRTUAL PROJECTS

For many brothers, a significant advantage of traditional service projects is the opportunity to serve with their friends. Find ongoing projects such as the paper crane project, pet toy creation drives, or DIY activity books for children; and arrange a virtual service day to complete these projects through video chat! Platforms like Google Hangouts, Skype or Zoom will connect members with ease when working together to make a positive impact.

MAINTAIN ENERGY

Members often find the motivation to push themselves above and beyond their service hour requirement(s) when serving together on campus. However, while apart, members might struggle to stay motivated about service, especially during times of uncertainty or major change. Capitalize on why each member serves by developing a program that caters to members' cause of choice. Provide the space for members to serve as a positive outlet for their energy.

THINK OUTSIDE THE BOX

Working in a virtual space or while practicing social distance offers the chance to get creative while planning projects. Don't be afraid to try new and innovative ideas when completing projects. Check in with a nearby chapter, search online or page through APO's Virtual Service Guide for ideas. Now more than ever, the chapter has a safe space to try something that's never been done before!

LEVERAGE RESOURCES

Take advantage of the chapter's established resources found on campus or in the community. The chapter has spent time developing shared connections, so try not to forget them while apart. See if the learning centers on campus need tutors or writing coaches; reach out to local schools to inquire if their reading programs are operating virtually; ask chapter advisors if they know of opportunities members can get involved with this academic term.

SUPPORTIVE RESOURCES

In addition to other officers and supportive volunteers, there are a number of resources built to help chapters navigate the transition to socially distant and virtual operations. Download the APO Mobile Resource App today for continuous access to resources, tips and educational opportunities. The app is also a great tool for communicating with your chapter through the groups feature! A Virtual Resource Area is available in the app, online at apo.org, and in the Officer Portal Library. This area includes the items below, as well as dozens more resources and tools.

- Virtual Service Guide
- Virtual Service Ideas
- National Service Week Handbook
- Spring Youth Service Day Handbook
- Adapted CAPS Guide