



SVA CHAPTER ADVISOR

JOB DESCRIPTION

ABOUT SVA

Student Veterans of America® (SVA) is a 501(c)(3) higher education non-profit, headquartered in Washington, D.C. With a mission focused on empowering student veterans, SVA is committed to providing an educational experience that goes beyond the classroom. Through a dedicated network of nearly 1,600 on-campus chapters, SVA aims to inspire veterans by connecting student veterans with a community of dedicated chapter leaders. Every day these passionate leaders work to provide the necessary resources, network support, and advocacy to ensure student veterans can effectively connect, expand their skills, and ultimately achieve their greatest potential.

ESSENTIAL COMPETENCIES AND RESPONSIBILITIES

The primary responsibility of the chapter advisor is to support and challenge student leaders and chapter officers as they build, manage, and grow their SVA chapter and its members. Advisors engage chapter officers in creating and achieving annual chapter goals; they assist members in advocating for the student veteran, family member, survivor, and caregiver experience; and they communicate about programs, scholarships, resources, career-opportunities, and other services from their campus, community, and national SVA, that will assist chapter members in achieving their goals.

Advisors are skilled in conflict resolution, and are collaborative, personable, and dynamic. They are connected to their campus, community, and the national organization, and encourage and empower chapter members to be engaged as well. Finally, they serve as a role model, promoting a positive and professional image of SVA.

THE ULTIMATE GOAL: CHAPTER AND MEMBER SUCCESS

Chapter advisors promote the vision and mission of Student Veterans of America, engaging their chapter members to do the same. Advisors inspire and connect their chapter members to resources and opportunities that will empower them to set and achieve their own personal goals, and they work with chapter leaders to set and accomplish chapter-specific goals related to the Four Core Values of SVA Chapters:

- Empowerment and Advocacy
- Belonging and Engagement
- Organizational Sustainability and Growth
- Operational Excellence and Compliance

FOUR CORE VALUES OF SVA CHAPTERS

1. EMPOWERMENT AND ADVOCACY



- Connect chapter members to academic, career, financial, and health resources that allow them to be successful through and beyond their collegiate endeavors.
- Engage in advocacy efforts for the student veteran experience on campus, in the local community, and at the state and national levels.
- Communicate with chapter members, veterans, family members, caregivers, and survivors, making them aware of programs, opportunities, and benefits available to them.

2. BELONGING AND ENGAGEMENT



- Promote relationship development and inclusivity within the chapter, ensuring all members feel connected, represented, and supported.
- Tell your story: educate the campus and community about veteran experiences and perspectives to foster a more inclusive environment.
- Partner with local organizations and clubs to engage in conversations, projects, and programs that mutually benefit the chapter, campus, community, veterans, family members, caregivers, and survivors.

3. ORGANIZATIONAL SUSTAINABILITY AND GROWTH



- Develop a strategic plan for consistent chapter growth, encouraging participation and engagement at all levels of SVA.
- Ensure sustainable chapter leadership through structured officer transitions and thorough training processes.
- Build a network and grow relationships with SVA chapter members and leaders within the state and region, and in the national and international SVA community.

4. OPERATIONAL EXCELLENCE AND COMPLIANCE



- Maintain and regularly update organizational documents including MySVA profiles, rosters, and chapter bylaws while remaining compliant with university and SVA standards.
- Implement a code of conduct and individual accountability system for chapter members.
- Establish regular communication with SVA headquarters to ensure the chapter aligns with national objectives and core values.
- Invest in the long-term member and chapter experience by attending national SVA programs, applying for honors awards, and participating in SVA research initiatives.

FUNCTIONAL ADVISOR

RESPONSIBILITIES

- Promote the mission and vision of Student Veterans of America.
- Meet as needed, with individual student leaders and chapter officers as they build, manage, and grow their SVA chapter.
- Cultivate an inclusive and welcoming environment that celebrates the differences of chapter members.
- Connect and collaborate with SVA HQ Staff as needed for networking, support, feedback, and guidance.
- Meet with chapter leaders to set mutual expectations of the advisor/advisee relationship.
- Confirm the chapter regularly updates their MySVA roster, chapter profile, and chapter officer information.
- Ensure chapter compliance with student organization requirements at the host institution, including registering or re-registering as a student organization as needed.
- Connect the chapter to campus, community, and SVA national academic, financial, career, and health resources that will help them achieve their annual goals and support member development.
- Advocate to the respective higher education institution, for the veteran, family, caregiver, and survivor community experience and needs.
- Facilitate the promotion and recognition of the chapter and individual chapter members for their achievements.
- Assist in holding individual members accountable for actions that are not representative of SVA's mission and vision and/or the chapter or university's code of conduct.
- Engage the chapter with other clubs, organizations, businesses, and points of contact in the community for mutual benefit.
- Attend chapter meetings (as needed).
- Review the annual budget with the chapter treasurer regularly.
- Assist the chapter in finding and securing funding for chapter member attendance at national programs and engagement opportunities including NatCon, Washington Week, etc.
- Attend SVA programs such as NatCon, Regional Summits, and Washington Week with students (optional but encouraged).
- Assist in the implementation of successful chapter leader elections and transitions, supporting in the transition of officer materials.