



# Leadership Academy

## COLLEGIATE INTERN DESCRIPTION

### EVENT OVERVIEW

Four representatives from each of Alpha Chi Omega's collegiate chapters will attend Leadership Academy in Indianapolis, Indiana: chapter president, vice president chapter relations and standards, vice president risk management and vice president membership programming.

During Alpha Chi Omega Leadership Academy, officers attend sessions in multiple settings. Groupings include all attendees, all individuals holding one position and breakout groups within officer positions. Alpha Chi Omega professional staff develops the shared curriculum experience, which is then facilitated by volunteers on-site.

Leadership Academy 2024 will be held at the Indianapolis Marriott Downtown (350 Maryland St, Indianapolis, IN 46225) from Friday, January 19 – Sunday, January 21, 2024.

### COLLEGIATE INTERN ROLE

Leadership Academy collegiate interns will be current collegiate members of Alpha Chi Omega that have attended Leadership Academy previously and have served as chapter president. Interns will be primarily responsible for assisting with Leadership Academy logistics prior to and during the event. They will also be part of (a) Leadership Academy session(s) in order to share personal experience as an Alpha Chi Omega leader.

### EXPECTATIONS

Collegiate interns will arrive on Thursday, January 18 in order to assist with Leadership Academy preparations during the morning of the first day of Leadership Academy on January 19. Interns will depart in the afternoon on the final day of Leadership Academy on Sunday, January 21. Alpha Chi Omega will be responsible for the cost of each collegiate intern's travel (airfare/auto expenses) and will provide hotel accommodations and meals while on-site.



In addition, collegiate interns will be expected to:

- Participate in intern call(s) prior to Leadership Academy
- Review communications, schedules and additional training materials in advance of Leadership Academy
- Assist in set-up and preparations to create a supportive learning environment for attendees
- Be flexible, quick-thinking and confident in responsibilities such as public speaking, customer service and completing logistical tasks
- Remain on-site and be fully engaged in the Leadership Academy experience throughout the program
- Serve as a role model to all Leadership Academy attendees, including having a positive attitude, acting in a professional manner and maintaining appropriate business-casual dress