



Chapter Growth Specialist

Reports To: Director of Chapter Success

Status: Regular, full-time, exempt

Location: National Office or Remote (significant travel required)

Compensation: \$45,000-\$55,000

Benefits: Medical insurance with 90% employer-paid premium after 90 days of employment

Position Summary

The Chapter Growth Specialist supports the execution of Phi Sigma Pi's Chapter Growth strategy with a primary focus on on-the-ground reactivation and redevelopment efforts. This role works directly with Chapters, students, and campus partners to rebuild membership, strengthen operations, and guide Chapters through relaunch or recovery.

The Specialist is a hands-on implementer, ensuring that reactivation and redevelopment plans are effectively carried out at the campus level.

Key Responsibilities

Chapter Reactivation Support and Expansion

- Execute reactivation and expansion plans for inactive or new Chapters, including recruitment, interest meetings, and onboarding new members.
- Work directly with students to re/build Chapter infrastructure, leadership teams, and operational processes.
- Coordinate logistics and timelines for Chapter re/launch efforts.

Chapter Redevelopment & Support

- Provide intensive, hands-on support to struggling Chapters, focusing on membership growth, engagement, and leadership development.
- Assist in implementing recovery plans developed by the Director of Chapter Success.
- Monitor progress and provide regular updates on Chapter performance and challenges.

Recruitment & Outreach

- Facilitate recruitment events, tabling, and presentations to generate interest in new, reactivating, or rebuilding Chapters.
- Build relationships with campus partners, including student organizations and university staff.
- Support prospective members through the petitioning and onboarding process.

Training & Coaching

- Deliver training sessions for new and redeveloping Chapters on operations, recruitment, and member experience.



- Provide ongoing coaching and guidance to Chapter leaders to ensure stability and growth.

Operational Support & Reporting

- Lead oversight of recruitment tracking software and report benchmarks, or failure to reach, to directors.
 - Maintain accurate records of Chapter interactions, recruitment data, and progress metrics.
 - Assist in tracking Chapter health indicators and identifying early signs of risk.
 - Collaborate with the Director and other staff to continuously improve growth strategies.
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Qualifications

- Bachelor's degree required.
- 1–3 years of experience in fraternity/sorority life, student affairs, or related field preferred.
- Strong interpersonal and communication skills.
- Highly organized with the ability to manage multiple campus projects simultaneously.
- Ability to work independently in a fast-paced, travel-heavy role.
- Willingness to travel frequently (up to 50%).
- Passion for Phi Sigma Pi's values of Scholarship, Leadership, and Fellowship.

To apply, please submit your resume and cover letter to DirectorofChapterSuccess@phisigmapi.org. Applications will be reviewed on a rolling basis. For best consideration, please apply by August 15, 2026.