The Texas Delta Chapter of Sigma Alpha Epsilon Fraternity

Chapter Career Guide

The Texas Delta Chapter Career Guide is designed to provide the chapter with overall guidance and information for its career program. The guide contains information and resources for alumni, parents, and of course, the chapter's undergraduate members.

The purpose of the guide matches the goals of the overall career program, which is to prepare undergraduate members with career planning tips and resources, offer mentorship opportunities, and provide opportunities to secure great jobs.

We partner with Fraternity Management Group (FMG) to manage our new career program. FMG also manages the chapter's membership database, website, communications, alumni and parent events, recognition, and fundraising programs. Many of the resources provided through our career program are designed or housed by FMG. This includes the career guides, career readiness information, and job board. They also coordinate our mentoring relationships.

The Chapter Career Program is rooted in providing opportunities for our members to start and advance their career planning. Members taking advantage of the program will successfully launch their careers. Very few fraternity or sorority chapters on any campus, feature a career program as innovative and engaging as ours.

Success of the Texas Delta career program relies upon multiple entities. The following play key roles in the management of the program:

Undergraduate Chapter

Led by a Career Chair, the members participate as a group and as individuals in activities designed to advance their leadership potential and career readiness.

Advisory Board

The advisors play a critical role in the leadership development of chapter officers.

House Corporation

The House Corp endorses the chapter's career program and provides opportunities at events, like Homecoming, where alumni and undergraduates gather and network. It may provide funding for the program, as a means of developing each member's leadership and professional development through the career program.

Fraternity Management Group

FMG manages the online career program, particularly the career webpage, readiness tips, job board, and mentoring program.

Southern Methodist University

The University features an abundance of resources for members to advance their skills, involvement, and career direction. The Career Center, Office of Student Affairs, and Fraternity and Sorority Life are just three entities which can make connections, provide guidance, and offer ways to boost one's leadership and career potential.

Providing extraordinary opportunities

The Careers section on the chapter's website, provides all the information and details about our chapter career program. Key areas of the page include the following:

Career Tips

Members have access to leadership and career development tools, instruction, and tips. These include campus and chapter leadership, resume writing, networking, interviewing, general career planning, and more.

Speaker Series

Each month, we meet successful alumni and parents or host panel discussions on professional and career topics. These virtual sessions assemble alumni, parents, recruiters, and undergraduates to share invaluable information and foster new connections.

Networking

Like with membership recruitment, there's no better way to land a great job or new customer than through relationships. The chapter regularly creates ways to make connections for its undergraduate members. On-site events, like Homecoming and Parents Weekend, will feature receptions focused on creating strong relationships. The same applies virtually, as we'll host special opportunities to foster active engagement.

Mentoring

We feature an extraordinary tool, which few other chapters possess. We utilize an intuitive platform, engaging mentors (alumni and parents) with mentees (undergraduate members). We orchestrate mentoring matches both manually and through an algorithm, based on shared interests, backgrounds, industries, and more. The one-on-one mentoring, conducted through messaging and video conversations, provides invaluable career planning, job searching, and life skills guidance.

Job Board

A great way to recruit quality talent through our job board. Any alumnus, parent, or company may post any job. Proceeds from each posting return back to the chapter to support our leadership and career programs.

The chapter's leadership are taking the career program seriously and we hope each alumnus, parent, and student gets involved. Here's how...

Alumni

The career program presents a great way to get involved with your chapter and provide advice and support of young men seeking different career paths. The ways you can get involved include completing surveys, attending online workshops and interviews, posting jobs and encouraging colleagues to do the same, and mentoring one or more undergraduate members.

Parents

The career program is another way we're providing value to your son. Now, you have a chance to participate to see, firsthand, the affects the chapter's leadership education programs have on him and his fellow brothers. The ways you can get involved include completing surveys, attending online workshops and interviews, posting jobs and encouraging colleagues to do the same, and mentoring one or more undergraduate members.

Get Involved

Indicate your interest in becoming a resource, posting a job at your place of employment, attending an on-site networking reception, joining a virtual presentation, or enlisting as a mentor.

Post a Job

Help launch incredible careers by actively recruiting quality talent from the chapter.

Become a Mentor

We may soon feature a unique one-on-one mentoring network between mentees (undergraduate members) and mentors (alumni and parents).

Provide advice

Polls on our webpage capture important career planning data to share to members. Advice you can share with one click are on areas like important skills, resume writing, first impressions, and interviewing.

Take action in these areas by clicking links on the Texas Delta Career Network main webpage.

Role of the Undergraduates

The most important role is that which the undergraduates control. The Fraternity was founded to provide academic, personal, social, benevolent, and professional enrichment to each member. The chapter's career program meets the directives of our founding fathers, who believed in bright futures for each of its future members.

Members are encouraged to take advantage of the program and its many opportunities. While each member will navigate through the program at his own pace, the end result should provide extreme lifelong benefit.

Undergraduate Career Chair

The chair serves as liaison between all the stakeholders…undergraduates, alumni, parent, FMG, and the campus.

- Encourage chapter members to take advantage of the career readiness tips.
- Encourage members to participate in the mentoring program.
- Work with the Alumni Relations Chair and FMG to collect and track employment information (employer, position) for each alumnus.
- Work with the Parent Relations Chair and FMG to collect and track employment information for each parent.
- Maintain a list of all campus organizations and leadership opportunities as well as chapter positions for members to become involved.
- Develop a strong relationship with SMU's Career Center. Share information provided by the Center, as well as invitations to events it hosts or sponsors.
- Manage a structured, four-year leadership program for the chapter.
- Track each member's participation in the four-year leadership program.
- Maintain a roster of campus academic and scholarship information, including contact information to all university departments, tutoring resources, financial aid, and grad school.
- Work with the Advisory Board, Educational Foundation Boar, House Corporation Board and FMG to coordinate leadership and career activities, either for the chapter or campus-wide.
- Coordinate presentations which provide information about leadership, academic, engagement, and career development to the chapter. This involves recruiting and scheduling guest speakers, as well as tracking chapter member participation.
- Provide in-person and virtual opportunities for employers to engage with chapter members to discuss careers and internship and full-time employment opportunities
- Manage a recognition program celebrating active student, alumni, and parent participation.

Career Planning Starts Freshman Year

As soon as students start their college courses, they are placed on a track to pursue personal and professional success. No matter the field of study, each student seeks employment as soon as they graduate. While the courses of study are designed to prepare eventual graduates for success in the workplace, there are a number of resources designed to develop these students into outstanding leaders.

We encourage students to utilize resources and involvement to develop strong leadership skills. For example, by becoming active within the chapter, on campus, and in the community, students will obtain and practice a diverse set of leadership traits.

Though the majority of students wait until their junior or senior years to place significant emphasis on their careers, a large number of leadership development and career preparation resources are available for students from the moment they step foot on campus. Students who are serious, or even remotely interested, in developing a strong career-building portfolio, might consider a four-year approach which includes the following resources.

Freshman Year

- Time management
- Study skills management
- Fraternity history and leadership
- Chapter and campus involvement
- Philanthropy and service
- Risk management
- Personal mission and vision
- Effective communication
- Effective goal-setting
- Skills development
- Resume building
- Ritual education

Sophomore Year

- Skills and career assessment
- Leadership Development
- Problem solving and decision making
- Portfolio development
- Group dynamics
- Conflict resolution
- Meeting management
- Critical thinking
- Art of facilitation
- Resume completion
- LinkedIn creation
- Internship preparation

Junior Year

- Public speaking
- Personal leadership
- Ethics and integrity
- Leadership values
- Inclusive leadership
- Delegation
- Interviewing
- Civic leadership
- Career pathways
- Internship planning
- LinkedIn development
- Professional networking

Senior Year

- Community development
- Social consciousness
- Interviewing
- Industry engagement
- Grad school preparation
- Personal finance
- Mentorship
- Transition to alumni
- Lifetime involvement

Available Resources

As each member navigates his career path, access to resources proves invaluable in his ability to secure outstanding career opportunities. Below are resources for members to activate their leadership and career planning.

Southern Methodist University

Career Center
https://www.smu.edu/StudentAffairs/HegiFamilyCareerDevelopmentCenter

Fraternity & Sorority Life
https://www.smu.edu/studentaffairs/fraternityandsororitylife

Student Affairs
https://www.smu.edu/StudentAffairs

Sigma Alpha Epsilon Fraternity

National Website
https://www.sae.net/

Texas Delta Career Network

https://www.smusae.org/career

Activating the Chapter's Career Network

Success of the career program is determined by the level of engagement from undergraduates, alumni, and parents. The following are ways to activate your involvement.

Undergraduates

- Learn career tips
- Get your resume and LinkedIn profile reviewed
- Post your resume for employers to view
- Request a mentor
- Attend upcoming career events

Alumni and Parents

- Indicate your interest in getting involved
- Share advice
- Speak on a career panel
- Enlist as a mentor
- Post a job

Funding the Chapter Career Network

The program is funded by the Texas Delta Chapter, made possible through donations from alumni and parents. Help fund the program by making a financial contribution.

DONATE NOW

Additional funding comes from:

- Sponsorships of special activities, such as virtual workshops and networking receptions.
- Proceeds from jobs posted to the job board.

Texas Delta Chapter of Sigma Alpha Epsilon

www.smusae.org

Chapter Career Network

www.smusae.org/career