

Educators Rising Advisor Tips & Tricks

✓ 1 Start Strong

- Hold an interest meeting early in the school year.
 - Recruit widely — don't just rely on your teaching pathway students.
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✓ 2 Set Clear Expectations

- Outline what's expected of members, officers, and parents (dues, meetings, behavior).
 - Use an officer contract or pledge to help students take ownership.
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✓ 3 Use Your Student Leaders

- Let your officers run meetings — you guide, but let them lead.
 - Assign responsibilities (fundraisers, recruitment, event planning).
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✓ 4 Build a Calendar Early

- Add meeting dates, deadlines, service projects, and conferences in August or September.
 - Share it with students, parents, and administrators.
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✓ 5 Stay Organized

- Keep a binder or digital folder for:
 - Membership rosters
 - Permission slips & forms
 - Budgets & receipts
 - Use checklists for conference prep.
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✓ 6 Communicate Often

- Use GroupMe, Remind, or Google Classroom to keep students updated.
- Send parent updates before major trips or events.

✓ 7 **Make Meetings Fun**

- Add icebreakers, games, or leadership activities to meetings.
 - Celebrate birthdays, milestones, or wins (even small ones).
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✓ 8 **Partner Up**

- Work with other CTE teachers, clubs, and community partners for service projects & events.
 - This boosts visibility and resources for your chapter.
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✓ 9 **Plan for Conferences Early**

- Register before the deadline to avoid stress.
 - Use a packing checklist for students.
 - Assign chaperone duties and have an emergency plan.
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✓ 10 **Celebrate Your Students**

- Recognize members with certificates, social media shout-outs, or a “member of the month.”
- Take photos and share successes with your administration — it builds support for your chapter.