

## **Alpha Gamma Rho Fraternity Housemother Interview**

This is simply a guideline for you to use in your interview with a prospective Housemother. Since each Chapter has different needs, this guideline should be used on a discretionary basis along with her completed application form. Hopefully, by discussing these areas, future problems can be avoided.

### **Areas Important to Housemother**

- Housing and eating arrangements
- Salary
- Schedule of vacations and breaks and how they affect her
- Free time away from the Chapter house
- Description of duties and responsibilities in areas of:
  - Meal planning
  - Purchasing or ordering supplies
  - Supervision of cook or other hired help
  - Housekeeping chores
  - Planning Chapter functions, i.e., Alumni functions, Parents/Mothers Club
  - Involvement in new member education ( etiquette lesson, "Being a Gentlemen")
  - Planning and organizing Chapter programs (Crescents, Newsletters, finances, public relations, etc.)
- Fraternity rules concerning drugs, alcohol, and sex in the Chapter house and her responsibility in these areas
- To feel that the men really want a Housemother and that it will be possible for all of them to work together to improve the Fraternity

### **Areas Important to the Fraternity**

- That the Housemother be a warm and gracious hostess
- That she know the name of each brother and new members
- That she promote a good image of their Chapter with Alumni groups, parents, university representatives and people in the community.
- That she have a close working relationship with the faculty Advisers, top-five Officers, House Manager, and Alumni President.
- That she be willing to help in the following areas:
  - Meal planning and ordering of supplies
  - Etiquette classes for Chapter and new members
  - Social functions of the Fraternity
  - Alumni Relations, publications and related functions
  - Other activities and programs of the Chapters
- That she understand the goals and standards of the Fraternity. She should be willing to study available manuals, by-laws, etc., to get this background knowledge
- That she sets a good example of socializing with men and women
- That the Chapter be a better Chapter because of her presence and efforts
- That she fully understand and abide by the policies of the Fraternity as far as her consumption of alcohol beverages