



## **Ten Suggestions to Serve as an Outstanding Advisor**

- 1. Pursue God and how He would have you serve as an advisor**
- 2. Establish a personal commitment to regular prayer for the student chapter and its member**
- 3. Remain in contact with CPFI**
  - Read the CPFI publications and regularly visit the CPFI website
  - Seek to attend the CPFI Annual Meeting and the CPFI National Student Retreat
  - Remain in communication with other CPFI members, advisors, and recent graduates
  - Ensure your student chapter annually completes and submits the [Student Chapter Update form](#)
  - Convey your student chapter's needs to the CPFI office or National Student Council
- 4. Remain in contact with your student chapter**
  - Have an open door policy to pray and talk with student chapter members as needed
  - Periodically send emails to the student officers, especially if unable to attend meetings and/or events
- 5. Take an active role in developing the leadership within the student chapter**
  - Assist in creating a mission statement for the chapter at the start of the academic year or when leadership changes.
  - Set goals with student chapter leaders each semester and advise on delegation of tasks
  - Assist with elections to provide guidance and ensure an effective, God centered process
- 6. Attend the student chapter's meetings and events when possible**
  - Assist in the planning for these meetings by arranging for a time to be set aside by your university for CPFI, help publicize meetings, organize for food or snacks, etc.
  - Help arrange for [guest speakers](#) by seeking out local pharmacists, faculty, and recent graduates
- 7. Be familiar with and maintain records of the student chapter's outreach, fundraising, and fellowship activities in order to act as a resource for future members**



8. **Encourage student chapter members to be involved on a national and international level**
  - Support attendance at the CPFI Annual Meeting, CPFI Annual Student Retreat, and Global Missions Health Conference.
  - Maintain your chapter's involvement in the CPFI National Student Council.
  - Encourage one of your student members to serve as a Student Regional Director thus keeping your chapter in communication with other chapters in your region.
  - Promote chapter's involvement in a partnering relationship with an international CPFI student group.
  - Ask your chapter to consider hosting a CPFI prayer breakfast at a state pharmacy meeting or hosting a student retreat.
  
9. **Support publicizing the student chapter within the university and/or college of pharmacy**
  - Support participation in organization fairs.
  - Encourage the ordering of chapter t-shirts.
  - Suggest outreach to new pharmacy students at the start of the year.
  
10. **Please notify CPFI in advance if you will be leaving your current university and assist in locating, at minimum, an interim advisor.** Similarly, if your chapter is struggling, please reach out to CPFI headquarters or the National Student Council Chairperson (NSC.Chairperson@gmail.com)