**Taft College Club Advisor Consent Form**

**Advisor Qualifications**Only employees of the West Kern Community College District (WKCCD) may serve as club advisors. The club advisor must be employed by WKCCD from the initial date of club approval through the duration of the club’s existence. If the advisor of record is no longer a WKCCD employee, the club ceases to exist as an official WKCCD club.

**Advisor Responsibilities**The advisor’s role is an important one. Advisors are expected to be accessible to the club, and have a genuine interest in the club’s mission and purpose. Advisors should be available to provide guidance and advice to club officers and club members. Club advisors are expected to:

1. Ensure that WKCCD policies and procedures are followed.
2. Attend all club meetings.
3. Sign all club activity requests.
4. Attend all club activities.
5. Supervise the club finances.
6. Assist club officers and members with planning of the club’s activities.
7. Provide guidance in developing student leadership within the club.
8. Know the constitution and bylaws of the club.
9. Immediately notify the ASB Coordinator if they can no longer be a club advisor.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ agree to serve as advisor to the

 (PRINT Advisor Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the \_\_\_\_\_\_\_\_\_\_ academic year.

 (PRINT Club Name)

I understand the aforementioned responsibilities and will perform them to the best of my ability.

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 (Advisor Signature) (Date)

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 (Email address) (Cell Number)