JOB DESCRIPTION

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Title:	Director of Growth
Reports to:	Chief Operating Officer
Location:	Hybrid (Carmel, IN)
Work schedule:	Regular business hours
Education required:	Bachelor's degree
Start Date:	Flexible, preferably as soon as possible

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About the Role

By summer 2027, Theta Chi aims to initiate more men than in any year in its history. As Director of Growth, you'll lead the department and strategy to meet this goal.

You'll build and run the Fraternity's recruitment and expansion programs: from developing chapter recruitment strategies and best practices each semester to establishing and redeveloping Theta Chi chapters on new campuses across North America—you will own it all. You'll report directly to the Chief Operating Officer.

We're looking for someone with a proven track record in sales, sales management, sales training, or recruitment leadership, who has a strong desire to extend the Theta Chi experience to as many qualified men as possible.

Key Responsibilities

Chapter Recruitment

- Set growth goals for all the Fraternity's chapters, colonies, and interest groups, and monitor progress throughout each recruitment cycle
- Develop recruitment programming and educational materials, then update as necessary to reflect current fraternal recruitment trends
- Recruit, hire, and train the Fraternity's Field Representatives to deliver effective recruitment programming to our active chapters across North America

Expansion

- Develop and direct an expansion program aligned with the Fraternity's annual growth goals
- Pursue invitations and opportunities to (re)establish chapters at universities where Theta Chi is not currently represented
- Respond promptly to interest group inquiries, assess viability, and guide qualified groups toward chapter status
- Conduct expansion training for Field Representatives

- Supervise and direct assigned Field Representatives with their onsite expansion projects
- Monitor expansion project progress in the ChapterBuilder CRM

Colony Development

- Monitor all colonies and interest groups and, with the support of local alumni and volunteers, guide them to chapter (re)installation
- Maintain working relationships with key colony officers and advisers
- Maintain regular communication with all chapters installed within the past five years
- Schedule regular meetings with colonies, interest groups, and relevant university administrators
- Plan and coordinate (re)colonization and (re)installation ceremonies, along with any related meetings

Educational Programming

- Redevelop and execute Amplify Theta Chi, the Fraternity's annual January conference for all chapter and colony Recruitment Chairmen, including curriculum design, facilitator training, and run-of-show

Alumni Adviser Development

- Partner with the Director of Engagement to recruit and train qualified advisers for all colonies, and coach chapters on their individual growth goals

The Director of Growth shall perform any other duties as may be assigned.

Frequent travel is required for this position.

What Success Looks Like

Priorities in this role shift as new projects and opportunities arise. The milestones below reflect expected outcomes no matter the external environment:

First 90 Days

- Reviewed each expansion project with its assigned Field Representatives, assessed its status, and developed a plan for the next semester
- Established a regular reporting cadence with the COO using ChapterBuilder data
- Built relationships with the fraternity and sorority life staff at campuses where we have expansion projects
- Began the planning for and redevelopment of the following year’s Amplify Theta Chi conference
- Set growth goals for the upcoming recruitment cycle, approved by the COO

First Year

- A greater share of chapters meets their initiation goals than in the prior year, with clear, reportable evidence of what drove the improvement
- Each colony and interest group has a defined, realistic path to full chapter status
- Field Representatives on expansion projects build successful groups using consistent, repeatable processes and have clear expectations
- Deliver a full cycle of Amplify Theta Chi growth content, with continual improvement top of mind.

Qualifications

Required

- 2-3 years of experience in sales, sales management, business development, or recruitment leadership, with measurable results
- Bachelor's degree in a relevant field (e.g., business, marketing, sales, communications) or equivalent experience
- Proficiency with CRM platforms and the ability to use data to identify issues early and drive accountability
- Working knowledge of *The Constitution and Bylaws of Theta Chi Fraternity, Inc.*, Fraternity standards and policies, and international fraternity operations
- Strong coaching skills, with the ability to motivate collegiate chapter leaders and hold them accountable for their recruitment goals
- Excellent communication skills across audiences, including university administrators, colony and chapter officers, and large student groups
- Strong organizational and project management skills, with the ability to manage multiple projects while traveling frequently

Preferred

- Membership in Theta Chi Fraternity or other Greek-letter organization
- Recruitment or expansion leadership experience at a Theta Chi chapter or international headquarters level
- Experience with ChapterBuilder or comparable CRM software
- Experience training sales or recruitment teams
- Conference or event planning experience
- Established relationships with fraternity and sorority life professionals and/or IFC leaders

Compensation and Benefits

- We offer a competitive salary and benefits package, a supportive work environment, and the opportunity to make a significant impact on the growth and success of the organization.

How to Apply

If you are a motivated sales professional with a passion for Theta Chi's growth and the ability to leverage sales programming and CRM metrics, we invite you to apply. Submit your resume to rvanlanot@thetachi.org with a brief note describing why you believe you would be a good fit.

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Limitations

The Director of Growth shall:

- Act at all times in accordance with *The Constitution and Bylaws of Theta Chi Fraternity, Inc.*, *The Ritual of Theta Chi Fraternity*, all resolutions and directives from the Grand Chapter and Chief Executive Officer, and all federal, state, and local laws
- Conform at all times to the *Theta Chi Fraternity International Headquarters Employee Manual* and other policies implemented by management
- Not commit or expend financial resources in excess of annual budgets without prior consent of the Chief Executive Officer
- Not execute any binding contract on behalf of the Fraternity without receiving prior consent of the Chief Executive Officer
- Not hire or terminate employees without receiving prior consent of the Chief Executive Officer
- Notify and receive consent of Chief Executive Officer before submitting any proposals or requests to the Grand Chapter or any other committee or governing board
- Receive consent of the Chief Executive Officer before making any statement to the media