

Student Organization Advisor Guide

Supporting Involvement. Inspiring Success.



Stay Connected

Meet at least once per semester with the executive board or officer group. Stay updated on institutional news and help keep student leaders in the loop.



Show Up

Attend general membership meetings at least once per semester to stay connected with the broader group.



Trip & Travel Support

Help with planning trips to conferences or off-campus events. Provide guidance on the Student Travel Policy. Be a go-to for questions about officer transitions and team development.



Risk & Conduct

Advise on risk management, event safety, and responsible decision-making. Stay informed and support adherence to the Student Conduct Code and university expectations. If you become aware of a crime or serious concern, report it to UMPD and Student Life promptly.



Be the Guide

Offer institutional knowledge and historical context. Help student leaders think long-term and make informed decisions.



Share What Matters

Educate the group on UMaine policies, procedures, and liability concerns. Be a resource to help navigate university systems and set the group up for success.



Goal Setting & Growth

Facilitate at least one goal-setting or assessment session each year with the executive board or membership. Help the group reflect, celebrate, and plan forward!



Update Form

Help your organization stay active on campus! The update form is due on CampusGroups every semester. Two missed update forms? The club gets deactivated and starts the process over to become reestablished.

Advisor Info Sessions

The Center for Student Involvement will host an Advisor Info Session at the start of each semester.

Get updates

Share ideas with fellow advisors

Ask questions