

Member Profile Information

GENERAL INFORMATION

It is essential that your chapter members complete and submit the **Member Profile Form** in this manual, to your chapter's Heritage & Archives Chair. As time passes, the Member Profile Form must be updated to remain current and correct. It is necessary that this type of data is received so that your chapter is aware of specific information (e.g., name, address, telephone number, email address, date/place of birth, emergency contacts, etc.). In particular, outdated emergency contact information is almost the same as having none; therefore, you may want to consider making it a practice for your chapter to schedule at least, annual data updates.

DELTA INFORMATION

A member's Delta information (initiation date; chapter affiliation; regional and national offices/positions held, etc.) is also valuable and beneficial to have on file with your chapter. Make sure that you are given the name(s) of any special sorors, familiar with the member's Delta professional and/or personal activities, so that you know who they wish to be contacted in case of an emergency. This will also alleviate the chapter having to contact National Headquarters to retrieve this information, especially when planning an Omega Omega Service.

As you are aware, every soror initiated into Delta Sigma Theta Sorority, Inc. is entitled to the third Rite of Passage, unless she has been expelled from the organization. The Omega Omega Service is a one-time tribute that all chapters owe deceased sorors. It should also be notated if the member has any special requests, according to a Soror/family, regarding the time/location of the service, special participants, or if it should be part of the funeral service.

DISPOSAL OF PARAPHERNALIA

Members/sorors should designate a Delta to receive all Delta collectibles, including any confidential materials (e.g., Ritual, Constitution & Bylaws, Doctrine, Protocol & Traditions Manual, pins, jackets, T-Shirts, etc.) that the organization wants to safeguard and ensure that they do not fall into the wrong hands. If they do not, they can elect to have them transferred to the chapter archives or shipped to the National Headquarters Archivist.

Charitable giving is a universal practice and should be applauded. However, exceptions need to be made when it comes to Delta apparel. We all want to give someone the "shirt off our backs" but when it comes to recycling old paraphernalia, we advise that it be given to someone in the organization or destroyed. It should never be donated, as it could end up in a thrift store or vintage shop.