**Advisor "Dos":**

• Know there will be disagreements  
• Communicate with members  
• Be honest and smart  
• Follow through  
• Come to all the meetings  
• Back us up on rules  
• Advise us  
• Ask us questions  
• Listen  
• Ask us what we want you to do  
• Take advice from us  
• Learn what support each person needs  
• Be a friend  
• Find ways to help everyone get involved  
• Make sure everyone knows when and where the meeting is

**Advisor "Don'ts":**

• Take over for the leader  
• Dictate what we should do  
• Be afraid to speak  
• Make decisions without the members  
• Assume that everyone agrees  
• Talk too much  
• Do too much for us  
• Get frustrated with us  
• Represent us at meetings without including us  
• Prohibit one of us from participating because others in their agency or home don't want to or can't

Arc of West Virginia

http://peoplefirstwv.org/people-first/chapters/running-a-chapter.html