

USING THIS NEW MEMBER EDUCATION PROGRAM

A How-To Guide: 8-Week Model

Structure of Program

This is meant to serve as a foundation for an **8-week education program**. This length was chosen because many chapters and campuses have a similarly-timed program.

With so much to cover, each session is rather long but full of important material. You can adapt the length of your program to the specific needs of your chapter/campus. You will find a folder for each session that includes the facilitation guide, as well as any supporting documents for each session.

Using the Facilitation Guides

If you've never used a facilitation guide, that's OK! We tried to make this as easy as possible to use. The first page of each guide has some logistics and facilitator notes. Within the session, each activity box tells you how long each section will take and a general "script" of how it could look. Make sure you personalize the tone and delivery to make it successful for you and your chapter. Items in bold are important to ask. **Remember the golden rule of facilitation: you will have way more success asking questions than lecturing!** Be sure to keep time while you're working through each activity.

As the facilitator, member of the education committee, etc., it is important that you have a deep understanding of each week's activities, readings and assignments so that you can help the new members understand the material.

Customizing to Your Chapter

We know that each chapter is unique so we want there to be room for customization in this program. As you'll see in each session, activities with a **red header** are ones that you customize to your own chapter, local history, other activities you like that are aligned with our policies, etc. You can customize each of these, or none of these ... it's up to you! Before creating your own activities, be sure to consult your campus policy regarding hazing and [Beta's policy](#) regarding what constitutes hazing before implementing new activities (i.e. scavenger hunts or sober brother driving systems).

Additionally, each session has room for pre/post work and announcements. Some of these have examples filled in to give you an idea of what that could look like if you don't already do that. This is a space where you should make sure the facilitation guides align with the expectations of your program.

Action Steps and Implementation

In order to make this program the most useful for your chapter, there are a few things you should do before the education program begins:

- Determine a reading and assignment schedule for the new members and insert those into the facilitation guides
- Adapt these additional handouts for the new member binder/packet, if applicable
- Review this with your advisor and determine where you want help from your advisor. Be sure to communicate well in advance if you want someone to help facilitate an activity!

If you have any questions, you contact Mandi Dilling, Director of Leadership and Education for Beta, at mandi.dilling@beta.org or contact your Leadership Consultant.