



# FARMHOUSE

FRATERNITY

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## DIRECTOR OF NEW MEMBER EDUCATION QUICK REFERENCE GUIDE



## **Director of New Member Education Responsibilities**

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Director of New Member Education are not tasked with molding or training a new member, but to empower them to develop the tools that enable him to discover his own qualities and characteristics of Excellence. A successful program will instill in our newest members loyalty to FarmHouse, a knowledge of FarmHouse history, and most importantly, an understanding of and desire to live by the fraternity's values. New Member Education is the first component of Total Member Education, which is why the VP of New Member Education will work closely with the Total Member Educator.

Every FarmHouse new member is entitled to the best fraternity education and experience possible. It is your responsibility to ensure this right is fulfilled. New members are the key to the sustenance and growth of your chapter and the fraternity as a whole. It is your duty to ensure that new members meet their expectations and requirements.

### **The Director of New Member Education is responsible for:**

- Modeling the conduct of the new members. Lead by example.
- Understanding and utilizing the Builder of Men Affirmation Rituals.
- Being the liaison between the chapter and the new member class.
- Providing each new member with a New Member handbook, which includes a history of FarmHouse (locally and nationally), and a FarmHouse songbook.
- Assisting each new member in developing a plan for personal growth and development.
- Helping the chapter select a new member to attend the FarmHouse Emerging Leaders To Be and Become Conference held in May.
- Assigning Big Brothers and directing the Big Brother/Little Brother Program.
- Teaching new members about the importance of Ritual and facilitating discussions about what it means to them.
- Holding the chapter accountable for their portion of new member education.
- Assisting the Director of Administration in filling out the Initiation Report at least 30 days after initiation of members.
- Educating new members on the rules and policies of the chapter, how business is handled and various facilities available at the chapter house and through the university.
- Planning and implementing new member retreats (at least one per semester).
- Planning, directing, and supervising ceremonies and activities for new members.

- Contacting parents of the new members, encouraging them to become involved in their son's FarmHouse experience, and sending parents invitations to the initiation ceremony.

### **New Member Education Committee**

The Director of New Member Education is responsible for designing and implementing the program, in conjunction with the Total Member Educator, but he is not solely responsible for its execution. Indeed, the main purpose of any introductory program is to assimilate the new members - this can only happen if the entire chapter is involved. This is why the participation of the New Member Education Committee is important - it provides the dual benefit of actively involving more men in the education program and generates additional interest among other brothers.

### **Questions to ask at the beginning of your term....**

- Has the chapter established strategic plan for new member education? Are specific and measurable goals set?
- What does the Chapter Award of Excellence and Programming Awards for New Member Education look like?
- Do we have handbooks ready for new members?
- Is a schedule established for each week of our program? Do I need to contact speakers?
- Have there been challenges with new member education recently? How can we improve on our current program?
- What strategies and methods will be used to make new member education engaging?
- Have we established a committee and times for the committee to meet?
- How can we help freshman students acclimate to college in regards to; time management, scholarship, etc.?

### **Questions to ask mid-way through your term....**

- Have we been following our strategic plan?
- Are new members becoming more actively engaged in the chapter? If not, how can the chapter better integrate the new members?
- Has the whole chapter been involved in the new member education program? If not, how can more members be incorporated?
- Are new members actively engaged in the education process? Has new member education been a positive experience for the new members?
- Is the chapter retaining everyone that signed a bid card? If not, what can be done to help with retention?
- How have we helped new members transition to college?