

MEMBERSHIP EDUCATION BLUEPRINT

THINGS TO DO

Chairman and Committee

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The membership education chairman is just that: a MEMBERSHIP EDUCATOR, not a pledge or associate member "trainer."
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The membership education chairman and committee reads and reviews <i>Alpha Nine</i> and <i>Values Into Action</i> notebooks at the beginning of each term and develops an action plan to implement the programming.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The membership education committee guards against hazing or segregation of associate members.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The membership education committee is composed of four members: sophomore, junior, and senior class committee members and the membership education chairman.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The membership education committee is responsible for selecting "Big Brothers" and assigning associate members to committees or officers.

Focus on the Details

If your chapter has a chairman or officer with the title "pledge trainer," you've completely missed the concept of *Alpha Nine* and membership education in Theta Xi in general. Your membership education chairman should be just that: a MEMBERSHIP EDUCATOR. It is his obligation to plan and implement *Alpha Nine* keeping in mind that the program's objective is not "training" or educating associate members to become members, but the continuous education of ALL members.

The membership education chairman and his committee should read the entire *Alpha Nine* manual prior to the beginning of the school term and arrange a calendar of educational topics corresponding to Fraternity and campus events. Any number of topics may be chosen, but the membership education committee should be sure to include units/topics such as risk management, *Brother to Brother*, and *Values Into Action*.

Some of the duties of the committee include selecting "Big Brothers" and conducting at least bi-weekly reviews with "Big Brothers" to detect and correct any problem situations. The committee must also ensure that associate members are assigned to chapter committees or work with officers. The membership education committee is also charged to constantly guard against hazing activities or segregation of associates, and to ensure that no separate house duties are assigned only to associate members.

THINGS TO DO

Planning Activities

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	At the beginning of each term or school year, the membership education committee develops a planning calendar of educational topics.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Topics are scheduled according to their correlation with campus, chapter, and Fraternity events.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education committee ensures that certain topics, which should be covered at least annually, are included on the calendar.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Guest speakers are given plenty of advance notice (4-6 weeks).
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	When the calendar is finalized, a copy is posted on the chapter bulletin board and announcements of current and upcoming membership education events are made at each chapter meeting.

Focus on the Details

Alpha Nine is specifically designed with scheduling flexibility so that any chapter may plan topics/units around campus and Fraternity events. The first step in developing an *Alpha Nine* planning calendar is to obtain the dates of such events, such as IFC rush and Homecoming, and fill them in on a blank calendar (one is available in the *Alpha Nine* manual for photocopying). Also take into consideration the timing of mid-term and final exams. After filling in chapter, campus and Fraternity events, correlate membership education topics to the events listed. For example, schedule a rush retreat one week prior to formal rush, or a study-skills workshop two weeks prior to mid-terms. When developing the calendar, be sure to include the topics, which should be reviewed at least annually, including: recruitment, Statements of Position, risk management, financial responsibility and values education.

There are four units in *Alpha Nine*: Member Development, Chapter Development, Personal Development and Interpersonal Development. Depending on the amount of time available in a given week, one or two program units may be addressed, such as an inter-personal development activity (e.g., Big/Little Brother bowling night), and a personal development topic (e.g., a speaker on etiquette). At least one chapter development topic (e.g. goal-setting) should be covered each month.

To finalize the planning process, it will be necessary for the membership education chairman and committee to contact various chapter officers, committee chairmen, alumni and campus and community members whom they wish to utilize as guest speakers. Guest speakers from outside the chapter membership should be given plenty of advance notice (4-6 weeks) to work their schedule around an appearance. When the calendar is finalized, copies should be posted on the chapter bulletin board, and announcements at each chapter meeting should be made regarding the current and upcoming week's activities.

THINGS TO DO

Associate Member Education

Currently Do It	Will Do It	Done...
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> Chapter implements the <i>Alpha Nine</i> core program material in its associate member education programming.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> Chapter not only provides core program information to educate new members, but provides educational presentations for them as well.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> Associate members are given equal duties and responsibilities as initiated members; no special "requirements" are given to associate members.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> Active members are invited to attend all associate member core program meetings.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> Chapter has no activities that would fall within the Fraternity's definition of hazing.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> As part of his general orientation, each new member receives copies of <i>The Quest for Theta Xi</i> ; chapter By-Laws; house rules; directory of chapter members, officers, advisors, and house corporation officers; calendar of events; Risk Management Policy; Statements of Position; and chapter and Fraternity fees.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> At a special meeting following the Associate Member Ceremony, new members are given an overview of the <i>Alpha Nine</i> and <i>Values Into Action</i> programs and receive events calendars.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/> After induction, associate members are informed of the time, place, and topic of the next <i>Alpha Nine</i> unit.

Focus on the Details

The most important goal each chapter must strive for in utilizing the *Alpha Nine* program is chapter unity, as opposed to only associate member unity. The chapter should avoid segregating associate members into "classes." This can be achieved most effectively by giving equal responsibilities to both associate and initiated members. The chapter also must avoid adding special "requirements" to the associate member period, which are neither positive nor constructive.

As is stated in *The Quest*, there are only two requirements to becoming a member of Theta Xi: education and initiation.

Although the goal of *Alpha Nine* is total membership education, new members do have special educational needs with regard to orientation and assimilation. Each associate member should receive a copy of *The Quest for Theta Xi*; Chapter By-Laws; house rules; directory of chapter members, officers, advisors and alumni corporation officers; calendar of events; Fraternity Risk Management Policy; Statements of Position; and the chapter and Fraternity fee structures.

Also, the membership education chairman should review the *Alpha Nine* program and events calendar and announce the time, place and topic of the next *Alpha Nine* unit. As part of the new member orientation program, the membership education committee should be sure to cover such topics as financial responsibility, member discipline, history and heritage, ritual and emblems, commitments, chapter and Fraternity organization, and Fraternity regulations.

If the chapter has implemented a truly successful "Big Brother" program, the orientation topics just mentioned need not be presented in special meetings between the associate members and the membership education chairman. Rather, the associate members may receive this information through their "Big Brothers" with whom they have weekly, informal one-on-one meetings. The membership education committee should put together a syllabus of topics each "Big Brother" must cover with his "Little Brother" during the associate member period.

THINGS TO DO

Associate Member Ceremony

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter uses the Associate Member Ceremony within the <i>Alpha Nine</i> notebook to induct associate members into Theta Xi.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter invites parents, alumni, and other guests to attend the open Associate Member Ceremony.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	The ceremony is read by the chapter president, and given its own special time, or is conducted during a special dinner.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Letters are sent out immediately to parents and alumni after bids are accepted, and the ceremony is held the following week.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	"Big Brothers" are formally introduced to "Little Brothers" during the Associate Member Ceremony.

Focus on the Details

Included in *Alpha Nine* is the Fraternity's official Associate Member Ceremony, which is a public, non-Ritual ceremony to which the chapter is encouraged to invite parents, alumni and university representatives. The ceremony should be read by the chapter president and presented during a special dinner or luncheon. Letters of invitation should be sent out immediately following bid acceptances, and the ceremony should be held the following week. New associates should not be separated from others at this event, but interspersed among the members, alumni and parents. "Big Brothers" for each associate member should have been selected by this time, and should be introduced to each associate member immediately following the association ceremony. The manner in which "Big Brothers" and "Little Brothers" are introduced should demonstrate the chapter's desire to assimilate its new members as equals with all members actively involved in the ceremony. How this is presented, is up to the discretion of the chapter. The "Big Brother" should also make a point to meet the parents of his "Little Brother" sometime after the ceremony.

Initiation of associate members should follow as soon as possible. No unique requirements should be placed on an associate for membership, other than the normal requirements for all members (e.g., financial obligations, minimum academic standards, responsible conduct, etc.). Association in accordance with *Alpha Nine* is conducive to an open, ongoing recruitment program, since no fixed number of educational units is required for initiation – the core program can be taught both prior to and after the member's initiation. Thus, new members may be associated at any time, without fear of being "out of sync" with the rest of the group. The Associate Member Ceremony and "Big Brother" assignments can be undertaken at any time.

THINGS TO DO

Big Brother Program

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter has developed and implemented an <i>Alpha Nine</i> "Big Brother" program.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Members interested in becoming "Big Brothers" are required to fill out Big Brother Contracts, which detail the duties and expectations for Big Brothers.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education committee has developed minimum criteria for becoming a Big Brother, such as minimum GPA and good financial standing with the chapter.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education committee monitors the progress of Big/Little Brother pairings and, if a Big Brother is not working out, chooses a new one.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Regular informal "Big/Little Brother" conferences are held, and "Big Brother" meetings are called by the membership education chairman regularly to review progress and make suggestions.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Big Brothers are required to attend all <i>Alpha Nine</i> core program meetings with his Little Brother.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Big Brothers are charged with the responsibility of orienting new members with the fraternity.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Big Brothers are provided with a syllabus of topics to cover with their Little Brothers.

Focus on the Details

One essential part of *Alpha Nine* is a successful "Big Brother" assistance program. If the chapter conducts a truly successful "Big Brother" program, the need for separate associate member indoctrination meetings will become obsolete. The "Big Brother" acts as a teacher as well as a friend and confidant to the new member. It is through his "Big Brother" that the new member is oriented and gains the basic knowledge necessary for successful assimilation into the chapter. "Big Brothers" are the liaison between the chapter and its new members, and as such, should be selected very carefully.

In selecting "Big Brothers", the membership education committee should solicit choices from all (members and prospective members) and weigh as objectively as possible the background, personality and ability of each person being considered as a "Big Brother." In order for a "Big Brother" to be truly effective, he must:

- Have adequate time to spend with his "Little Brother".
- Be in good standing with the chapter both financially and academically.
- Be responsible and dependable.
- Be knowledgeable of Fraternity philosophy and policy.

Also, try to avoid pairing individuals who may already be acquainted or are friends. The new members should be exposed to as many of the different brothers as possible.

If a "Big Brother" is not working out, the Membership Education Committee should quickly remedy the situation -- selecting a new "Big Brother", if necessary. Every "Big Brother" is expected to plan regular get-togethers with his "Little Brother", attend "Big Brother" meetings and, among other things, set a good example for his "Little Brother".

THINGS TO DO

Continuing Member Education

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter membership education program includes personal development programming.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Personal Development programming includes individual scholarship and the importance of scholastic achievement.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Personal Development programming includes health and wellness topics such as alcohol & drug awareness, sexual health, and various other men's health issues.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Other topics pertaining to personal development such as resume writing, parliamentary procedure, and personal etiquette are incorporated into the membership education program.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Personal Development programming utilizes topics from the Personal Values and Case Studies sections of Theta Xi's <i>Values Into Action</i> program.

Focus on the Details

Alpha Nine, the Fraternity's official membership education program, promotes the idea that the Fraternity can not only provide knowledge to introduce new members to Theta Xi, but can educate all members throughout their undergraduate years. Thus, membership education is a continuous process in Theta Xi. Associate members and initiates alike can benefit from the challenge of new knowledge, ideas and experiences.

Alpha Nine covers all aspects of Fraternity operation, and the program is flexible so that the chapter can cover educational topics corresponding to current Fraternity and campus events. The chapter is encouraged to conduct *Alpha Nine* educational meetings every two weeks in place of a regular chapter business meeting. Further, the chapter should utilize different resources to "spice up" the program, such as videos, guest speakers, retreats and recreational activities. A purely lecture format is discouraged unless the educators are highly dynamic speakers, some members may begin to lose interest.

Whenever the skills and abilities of individual members are improved, the chapter as a whole profits. One of the benefits promised to members entering our Brotherhood is an "education beyond the classroom." Our purpose states that Theta Xi strives to provide an "environment for its active members in which fellowship and alumni guidance lead to wholesome mental, moral, physical, and spiritual growth...." To that end, each chapter must strive to develop and augment each member's personal growth. Membership education is an integral part of this growth; through its employ, chapters can provide the guidance necessary to "make individual members more mature and chapter groups more useful units of society." Skills that can help individual members excel in the classroom and in the community later on, include training in scholarship, values and goal-setting. Other topics you might wish to cover, such as career-planning or resume-writing, aid in personal development as well.

Personal Development unit topics are conducive to the use of exercises from Theta Xi's *Values Into Action* program, which helps members examine personal and Fraternity values. The examination of values through the *Values Into Action* program will prove useful to each member after graduation, as well, when he is faced with moral and ethical questions in the workplace and elsewhere.

In addition to practical skills provided by these workshops for a brother's life after college, many programs can be offered through the Fraternity to fulfill the Purpose of Theta Xi with respects to mental and physical health. Health and wellness programming can enlighten chapter members to facts and theories that aid in making good decisions in everyday college life. Suggested topics for these presentations are alcohol awareness & drug abuse, sexual health, sexual assault and various other men's health issues. A university health center/hospital can offer professional speakers on these topics free of charge.

As with chapter development topics, guest speakers can be useful for continuing member education topics. An alumnus who is a personnel director, for example, would be an ideal choice for a presentation on interviewing and resume-writing.

THINGS TO DO

Chapter Education

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	At least one chapter development topic is covered each month.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter development topics are allotted special time outside of chapter meetings.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter development sessions are incorporated into, or held in conjunction with chapter planning and goal-setting retreats.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter employs <i>Values Into Action</i> in its chapter development sessions – in particular, case studies, and fraternity values topics.

Focus on the Details

At least one chapter development activity should be scheduled each month. Additional chapter development sessions may be held during retreats or prior to initiations, since many events are "bonding" types of activities. Chapter development topics include academics, alumni relations, campus involvement, college/university relations and community relations -- in short, any activities that promote the success of the chapter as a whole. Chapter development activities should not conflict with other programs, and should not be scheduled on chapter meeting nights, as they usually take longer to cover than other educational topics.

Your chapter may wish to schedule a special one-day chapter development retreat during which a set of chapter development topics is covered, possibly as a precursor to a planning retreat. Topics of particular concern to the chapter at that time might all be covered in-depth prior to the planning retreat to give officers and committee chairmen ideas for possible strategies. The chapter development topic entitled "Goal-setting" would be especially useful at this time.

Chapter development topics are also conducive to the use of guest speakers. For presentation of the topic "academics," for example, the chapter could bring in a member of the faculty or the university librarian. For the topic "alumni relations," the chapter might employ the alumni association president or chapter advisor. The IFC president or Greek Advisor might speak at a "Campus Involvement" seminar. A member of the City Council or another community leader could speak during a "Community Relations" session. The potential for creativity in the chapter development unit is virtually unlimited. As mentioned in Planning Activities section, it is essential that those who are called upon to speak be given plenty of advance notice (4-6 weeks).

THINGS TO DO

Risk Management Education

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education chairman reads the "Policy Statements" section of <i>Alpha Nine</i> to entire membership at beginning of each academic term.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education chairman employs the use of videos or other resource materials including <i>Values Into Action</i> exercises for the presentation.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	During the presentation, hazing activities are put in perspective with present-day realities.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	All Fraternity Statements of Position and Theta Xi's Risk Management policy are read and reviewed and the Values of Theta Xi section of <i>Values Into Action</i> is utilized.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter procedures and policies that ensure chapter compliance with the Fraternity's Risk Management policies are thoroughly reviewed.

Focus on the Details

At a chapter meeting at the beginning of each academic term, the membership education chairman should read the "Policy Statements" section of the *Alpha Nine* program to the entire chapter membership. The chairman may also wish to conduct a risk management presentation with the aid of videotapes, such as "This is My House," which are available from Fraternity Headquarters. In some cases, hazing practices have returned to chapters because of older members or alumni who recall, "how it used to be" or "what they did," etc. It is important at this first meeting that the membership education chairman and his committee put such recollections into perspective with present-day realities, and squelch any thought of re-initiating such activities before they start. It may also be appropriate at this time to conduct a pertinent activity from the *Values Into Action* program. Each of the Fraternity Statements of Position should be read and carefully reviewed for their content, and the risk management policy should be covered in full.

THINGS TO DO

Values Into Action

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter presents a summary of the contents of the <i>Values Into Action</i> notebook at least annually.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter has incorporated <i>Values Into Action</i> into its <i>Alpha Nine</i> programming for the entire membership at least once per month.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	An officer has been appointed who is in charge of incorporating <i>Values Into Action</i> into chapter programming.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter utilizes <i>Values Into Action</i> activities at other gatherings, such as chapter retreats, executive board meetings, and committee meetings as appropriate.

Focus on the Details

Values Into Action promotes Fraternity values at the chapter level. The *Values Into Action* program contains activities and exercises that facilitate careful thought and analysis of both personal and Fraternity values. The objective of the program is to incorporate Fraternity values into members' everyday lives, so that brothers not only know and understand Theta Xi's values, but also live them. Through *Values Into Action*, each member can take an in-depth look at his beliefs, and determine how his commitment to those beliefs is demonstrated through actions. The programs intent is to be used as a resource for all members of Theta Xi - from associate members to alumni. The activities within the notebook not only can assist in chapter operation, but can assist members in their careers and family life as well.

Values Into Action consists of sections on personal values, general fraternal values, Theta Xi Fraternity values and special case studies. An officer (preferably the membership education chairman) should be responsible for incorporating *Values Into Action* into chapter operations. Time should be set-aside each month to review and discuss a *Values Into Action* activity. The activities within the notebook also can be useful during chapter retreats, executive council meetings and committee meetings. Many of the activities should be used extensively in the membership education program.

THINGS TO DO

Brother to Brother

Currently Do It	Will Do It	Done...	
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education committee presents a summary of the <i>Brother To Brother</i> program at least annually.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Membership education committee presents each of the five meetings outlined in the Interpersonal Development Unit.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Additional materials such as news articles and videotapes are incorporated into the <i>Brother To Brother</i> presentations.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Guest speakers, such as drug counselors, are invited to speak at the <i>Brother To Brother</i> presentation meetings.
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Chapter publicizes the <i>Brother To Brother</i> program on its campus by making it available as a resource and/or by sponsoring special drug education seminars/workshops.

Focus on the Details

Brother to Brother is an educational program and a tool, which Brothers can use not only within the chapter, but also throughout life, if they should come in contact with friends or family with substance abuse problems. Intervention through *Brother to Brother* is a five-step process, which can lead a chemically dependent person to recovery. The five steps are: Education, Recognition, Preparation/Action, Referral and Recovery/Reintegration. The program, free to all chapters, is available from Fraternity Headquarters.

The membership education committee should present the contents of the program at least annually. The *Alpha Nine* program contains five detailed "Brother to Brother" meeting agendas within the Interpersonal Development unit, which your chapter may utilize for presentations. The outlines are self-explanatory, but should be carefully reviewed along with the appropriate sections of the *Brother to Brother* notebook. The membership education committee is encouraged to add any additional information or materials, such as videotapes; it feels would enhance the program.

Again, like many membership education topics, *Brother to Brother* lends itself to the use of guest-speakers. In fact, it is strongly recommended that outside resource persons be included in the program, such as a representative from the campus health center, a drug rehabilitation clinic or a drug counselor. *Brother to Brother* meetings should be conducted with proper preparation, if they are to be effective.

Your chapter should also consider sponsoring a campus-wide drug education workshop/seminar and/or making the *Brother to Brother* program available as an educational resource to the campus and the Greek system.