

# The 10 Minute Guide to IFC Member Development

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It is your responsibility to support a continual and progressive educational curriculum designed to inform, challenge, and prepare fraternity leaders for successful college careers and their lives beyond. The use of fraternity, campus, regional, and national resources is strongly encouraged. Fraternity men should be integrated into programs and other learning opportunities involving diverse constituencies from across the campus community whenever possible.

## Responsibilities:

**The IFC Member Development officer is responsible for personal development and leadership education for the fraternity community. Some duties of this office include:**

- Develop best practices for new member and member education programs for member fraternities
- Collect and report new member retention, academic, and involvement statistics
- Organize, develop, and implement a new member orientation program
- Develop opportunities for continuing member education by collaborating with alumni, the offices and departments within the college/university, and student organizations to offer educational programming covering the following topics:
  - Academic achievement
  - Alcohol consumption
  - Career preparation
  - Civic engagement
  - Hazing
  - Leadership development
  - Risk management
  - Sexual assault/abuse
  - Values and ethics
- Help with training of new chapter officers by providing resources and information
- Work with fellow education/member development officers from other governing councils to plan community-wide events
- Research and announce educational programs on campus
- Serve as a liaison between the IFC and campus departments
- Provide advice and support to member fraternity member development officers

## Chapter Officer Orientation & Resources

**A chapter officer resource manual can be put together for newly installed chapter officers. The resource manual should include:**

- Tips on running efficient meetings
- Regulations and procedures for reserving campus facilities
- Creating publicity, press, and advertisement with area media
- Effective use of committees and members
- Tips on time management
- List of university staff who can help in each role
- Contact information for appropriate fraternity contacts
- Information concerning the chapter officers of other chapters

**Officer roundtables for coordinating member fraternity officers are a great way for fraternity officers to exchange ideas and gain feedback on their current programs and efforts.**

Roundtable discussions should include the following:

- Informal time for participants to get acquainted (possibly icebreakers)
- Sharing successful ideas and fraternity operations
- Methods for communicating with other member fraternities throughout the year
- Evaluation and discussion on how to improve future programs
- Presentation from University or IFC official on topic and issue

## Orientation:

An orientation workshop should be planned near the time new fraternity presidents are elected and IFC Representatives become active in the IFC. Information that is discussed during this orientation should include:

- Mission of the IFC
- Goals for the year
- Responsibilities of being an IFC Representative
- Expectations of IFC General Body attendance
- Meeting procedures
- Voting
- Committee participation
- Handouts of the following should be distributed
- IFC Constitution, Bylaws and Governing policies
- Job descriptions of the IFC Executive Board officers
- Calendar of IFC events
- Committee structure
- Contact list of IFC officers, member fraternity presidents, and IFC Representatives

## Member Development Programs & Support Items

A positive undergraduate fraternity experience enhances the educational mission of the host institution. The important thing is that members of the fraternity community are provided with educational opportunities that address the following areas

- Academic achievement
- Alcohol consumption
- Career preparation
- Civic engagement
- Hazing
- Leadership development
- Risk management
- Sexual assault awareness/prevention
- Values and ethics
- Transition to college
- Time management
- Lifelong learning
- Relationships
- Healthy living and wellness

## Additional Resources

### Resource Library

Along with providing programs, a resource library should be created with the help of the IFC Advisor. There are numerous videos and publications on personal development, leadership education, and topics important to the undergraduate fraternity experience.

### Leadership Programs

The IFC should work with other governing councils to co-sponsor a leadership workshop for the fraternity community on an annual basis. The goal of leadership education workshops would be to expose as many students as possible to progressive and innovative programming efforts as well as other fraternity leaders on campus

### New Member Orientation

The format for such a program can vary depending on the needs of the system or the goals of the organization. The focus should be the following:

- History and traditions overview with fraternity life on campus
- Issues and concerns that directly affect the fraternity community
- Personal development
- Leadership development
- Transitioning to college
- Values and ethics

### Support for Struggling Member Fraternities

The goal of any IFC should be to provide the services and programs that foster interfraternalism and help member fraternities be successful in their own endeavors. The IFC Executive Board should be available to personally consult on matters such as:

- New member recruitment, education, and retention
- Brotherhood development
- Financial management
- Improving academic performance and scholarship
- Reducing risk management liability
- Engaging in community service/philanthropic activities

### Campus Involvement

The IFC should promote continued opportunities for individual fraternity member participation in campus organizations and events. Involvement opportunities include:

- Encouraging fraternity men to help new students move into the residence halls at the beginning of the fall term
- Applying for orientation and tour guide positions throughout the year
- Encouraging interested and qualified fraternity men to seek out Resident Assistant positions or other on campus jobs
- To serve the student body in elected and appointed positions in a variety of student organizations and leadership roles.
- To serve on the programming board as chairs and committee members

### Campus Involvement

The IFC should promote continued opportunities for individual fraternity member participation in campus organizations and events. Involvement opportunities include:

- Scholarship
- Member education
- Alumni relations
- Campus involvement
- Educational programming
- Community service
- Philanthropy
- Social responsibility and risk management
- Interfraternalism
- Commitment to fraternal values