



2019 Small Group Facilitator Information

WHAT TO EXPECT

UIFI will be an exciting and memorable experience. You will join approximately 80 student participants and 14-16 other facilitators during your stay at the institute. If you bring an open mind, a willingness to take risks, a caring and positive attitude, and a readiness to have some fun...we guarantee a great experience!

You can also expect:

- Fraternity and sorority leaders from across North America who want to lead their communities to new levels of excellence
- Early mornings and late nights! Make sure to come well-rested.
- A substance-free environment. There's no time, room, or need for alcohol and drugs
- Thorough training by Lead Facilitators
- An experiential curriculum with interactive exercises and in-depth discussions
- Warm/hot days, cool evenings
- Beautiful fraternity/sorority house accommodations
- New friends, new ideas, new experiences, and new directions

WHAT WE EXPECT FROM YOU

1. Facilitators are expected to cover their own travel expenses to and from the UIFI host sites. NIC covers all lodging and meal expenses and provides materials for the program.
2. Facilitators will make UIFI a priority over invitations to other summer programs.
3. Review all advance mailings and training materials prior to arriving for your session.
4. Provide input to NIC staff regarding any element of UIFI.



5. Adhere to the curriculum developed by the NIC. This includes conducting all exercises, meetings, and small group activities as outlined in the Facilitator Guide, and not omitting or adding curriculum pieces without the expressed approval of the Lead Facilitators.
6. Keep in contact with the students from your UIFI chapter at least four times per year following the UIFI program.
7. Participate fully in the UIFI session from beginning to end. Participate in all activities and meetings and make yourself available to participants during free time. Facilitators must agree to not conduct business (i.e. use of cell phones, email) during UIFI activities.
8. Respect the policies, procedures, and standards of the North-American Interfraternity Conference, Fraternity Executives Association, National Panhellenic Conference, National Pan-Hellenic Council, National Association of Latino Fraternal Organizations (NALFO), National APIA Panhellenic Association (NAPA), and the National Multicultural Greek Council (NMGC).
9. Live in the chapter house during the entire program. Eat all meals with session participants, sleep in provided housing.
10. Support the substance-free policy of UIFI. Share this expectation with students and assist in holding them accountable to it.
11. Campus fraternity/sorority advisors should register at least one student from your campus and fraternity/sorority volunteers/staff should encourage your organization to sponsor students of your affiliation to participate in UIFI.
12. Facilitators who drive may be asked to assist with special situations such as providing transportation for airport transportation, etc.
13. Come prepared with a positive attitude and a willingness to take risks and have fun!



FACILITATOR TRAVEL INFORMATION

Complete transportation no later than 21 days prior to the start of your session. You can access the form online [here](#).

Our Indiana and Florida sites are in the Eastern Time Zone. Our Texas session at TCU is in the Central Time Zone.

Session	Arrival Date	Session Dates	Departure Date	Location	Address
FIU Session	April 28	April 29-May 3	May 3	Miami, FL	Lake Placid Camp and Conference Center: 2665 Placid View Drive Lake Placid, FL 33852
TCU Session	May 12	May 13-17	May 17	Fort Worth, TX	Lakeview Camp and Conference Center 5128 FM 66, Waxahachie, TX 75167
Session 1	May 10	May 11-15	May 15	Alpha Omicron Pi	1415 N. Jordan Avenue, Bloomington, IN 47406
Session 2	May 14	May 15-19	May 19	Alpha Xi Delta	1818 N. Jordan Avenue, Bloomington, IN 47406
Session 3	May 17	May 18-22	May 22	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406
Session 4	May 31	June 1-5	June 5	TBD	TBD
Session 5	June 2	June 3-7	June 7	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406
Session 6	July 6	July 7-11	July 11	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406
Session 7	July 12	July 13-17	July 17	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406
Session 8	July 19	July 20-24	July 24	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406
Session 9	July 26	July 27-31	July 31	Alpha Delta Pi	2001 Fisher Court, Bloomington, IN 47406



NATIONAL SESSIONS

Facilitators flying will need to make sure their flight arrives into the Indianapolis Airport (IND) by 10:30 a.m. on the first day of your session. After you get your baggage, please proceed to baggage claim four (#4) to meet an NIC representative. Departing flights should leave no earlier than 3:00 p.m. on the last day.

If you cannot meet the travel requirements listed above or are planning to travel using any other method (i.e. train or bus) please contact Jackie Hackett: jackie.hackett@nicfraternity.org to discuss alternative plans before planning your travel.

Individuals driving need to be at the UIFI location by noon (ET). Should there be changes to the specific location of your session, your session leads will provide you with that updated information.

If you need to arrive at UIFI early: Individuals driving more than 250 miles to Bloomington, arriving a night early at the chapter house is an option. If this is your preference, please contact Jackie (jackie.hackett@nicfraternity.org) to discuss these plans.

FIU UIFI

Facilitators flying will need to make sure their flight arrives into the Miami International Airport (MIA) by 8:00 a.m. on the first day of your session. A shuttle will be provided from MIA to the UIFI site. If facilitators are unable to find flights arriving by that time, lodging will be provided overnight the day before training begins. Departing flights should leave no earlier than 6:00 p.m. on the last day. Individuals driving need to be at the UIFI location by Noon (ET).

TCU UIFI

Facilitators flying will need to make sure their flight arrives into the Dallas/Fort Worth Airport (DFW) by 10:00 a.m. on the first day of your session. A shuttle will be provided from DFW to the UIFI site. If Facilitators choose to fly into Dallas Love Field Airport (DAL), it will be the responsibility of the Facilitator to get to the UIFI site on their own. Departing flights should leave no earlier than 3:00 p.m. on the last day. Individuals driving need to be at the UIFI location by Noon (CT).



WHAT TO PACK

Clothing:

- **For Daily Activities** – Shorts, t-shirts, jeans, and other casual attire are the norm throughout the institute. You may choose to bring a light jacket in case of rain.
- **For Graduation** – On the final day of UIFI, there is a graduation ceremony. Please bring business casual attire for this part of the program (khaki type pants, polo shirts, sun dresses, etc.).
- **For Recreation Time** – You may choose to bring running gear, frisbees, and other items to use during recreation time. Unfortunately, we do not have access to university athletic facilities.
- **For Teambuilding Activities** – Please bring appropriate clothes to do teambuilding activities on the first day and later in the Institute. Athletic shoes or closed-toed shoes are required for the activities.

Personal Items:

- **Toiletries** – Please pack your own soap, shampoo, shower shoes, sunscreen, bug spray, and other necessary items for your stay at the house.
- **Linens:** Please bring regular-length twin-sized bedding (sheets, blankets, pillows) and bath linens (towel, washcloth). These will NOT be provided for you. *Note that Facilitators for TCU UIFI and FIU UIFI only will not need to bring linens.*
- **Alarm Clock** – Pack a travel alarm just in case you need a backup to your phone.

Other Things:

- **Camera** – Bring your camera to capture the memories of UIFI.
- **Music** – We are always looking for good music to get the day going.
- **Spending Money** – Although most of your expenses are covered while you're here, bring some spending money for incidentals, soft drinks, etc. You can see that the UIFI schedule is packed, so you won't have time to do any shopping/sight-seeing during the institute.
- **Pen/Pencil** – Don't forget to bring something to write with!
- **Business Cards**
- **Favorite inspirational poems, quotes, songs, etc.**