

# LIFELONG LEARNING IN PHI SIGMA KAPPA

## FACILITATOR GUIDE

### Note to the Inductor:

- This topic is optional and can occur at any point in the semester.
- There are a lot of options for the Inductor to cover this topic; see list below in the “Preparation” section of this meeting facilitator guide.

### Total Time: Varies

### Meeting Outcomes:

- Identify an academic or career preparation resource, whether that be a campus office, local expert, alumnus, or community resource.
- Discuss lifelong learning.
- Participate in Brotherhood Circle.

### Preparation:

- *You have several options to cover this topic.*
- *The focus should be one of the followings:*
  - *Study tips, learning styles, or other ways to help with schoolwork*
  - *Current issues or events*
  - *Networking and career preparation*
  - *Etiquette*
  - *Experiential learning*
- *Below are examples, or options, of what you could do to achieve each focus area listed above:*
  - ***Study tips, learning styles, or other ways to help with schoolwork***
    - *Invite someone from your college or university’s learning center, academic enhancement office, or library to present a workshop on how to succeed academically.*
    - *Ask juniors or seniors who have excelled academically to either lead small group discussions with associate members who they share a major with, or to participate in a panel (for smaller chapters). Conversations should be focused on study successes they’ve had, as well as mistakes they’ve made around their academics.*
    - *Find an academically focused workshop or event occurring on campus or in your community and require associate members to attend.*
  - ***Current issues or events***
    - *Invite a faculty member who works in a department such as political science, social sciences, social work, or business and economics to speak at your meeting to discuss current events.*
    - *Ask a local alumnus who’s involved in politics, social issues, or a non-profit organization in your area to come and discuss current events.*

- **Networking or career preparation**
  - *Invite someone from your college or university's career center to come to your chapter and present a resume-writing workshop.*
  - *Host a networking event between associate members and local alumni. Research networking tips online and ensure associate members are getting legitimate networking practice.*
  - *Find another networking/career preparation event or workshop occurring on campus or in your community and require associate members to attend.*
- **Etiquette**
  - *Host an etiquette dinner for associate members or all brothers and ask a local etiquette expert to host.*
- **Experiential learning**
  - *Take associate members to a museum, campus workshop or lecture, or local community event where they are learning something new.*

### Planning this Meeting:

- *Start planning this meeting about a month in advance.*
- *Internal planning:*
  - *Ask associate members several weeks in advance what they would be interested in learning more about from the topics listed above. Do this by providing associate members a few options you think can work for your group size, schedules, and resources available. Try and provide a few options that cover a variety of the topics above. For example, do not provide three options that would fit "study tips, learning tips or other ways to help with schoolwork" as they might have been required to take a freshman seminar class that covered much of this same information.*
  - *Work with your local Chapter Adviser to ensure it's a quality program. Provide him your plan after discussing with associate members and ask for his opinion on what would be best, logistics of the program, and tips on how to best execute.*
  - *All programs/ideas for this meeting should be approved by Chapter Adviser.*
- *External planning:*
  - *Make sure to contact any guests such as alumni, older brothers, and/or university staff or faculty well in advance; aiming for **at least three weeks' notice**.*
  - *If you're wanting to attend a campus or community workshop or event, make sure you know the details such as when, where, and if it costs anything. This could determine if it's feasible.*
  - *If it is feasible, contact the event organizer to see if they can fit all of your associate members. Some events could be available for large crowds, while others may only be held in a 20-person classroom, for example, and may not be able to accommodate everyone.*

### **Guest Speaker Introduction: 5 minutes**

- *Welcome everyone and ask if anyone has any questions regarding last week's meeting or their Phi Sig experience so far.*
- *Be sure and introduce the speaker, where they work/what they do, and the topic of the presentation/workshop.*
- *Ask associate members to give the guest speaker their undivided attention and that after the presentation there will be a Brotherhood Circle.*

### **Brotherhood Circle: 10 - 20 minutes**

- *After the program, workshop, or meeting, be sure and debrief the information with the Brotherhood Circle discussion questions below.*
- *Discuss:*
  - *What was something new you learned?*
  - *Why do you think this was part of the *Brotherhood in Phi Sigma Kappa* program?*
  - *What are your goals in college?*
  - *How can Phi Sigma Kappa help achieve those goals?*
  - *What are your goals post-college? Where do you see yourself in five years?*
  - *How can Phi Sigma Kappa help achieve those goals?*
  - *What does lifelong learning mean to you and how do you see Phi Sigma Kappa promoting that?*

### **Closing: 5 minutes**

- *Ask if anyone has questions regarding today's meeting and thank them for their participation.*
- *Share information about the next associate member meeting, when and where it will take place, as well as the focus of the meeting.*
- *Share any additional Phi Sigma Kappa or university announcements.*
- *Ask if anyone has additional questions and dismiss everyone.*