



DELTA TAU DELTA

DIRECTOR OF MEMBER DEVELOPMENT MANUAL

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INTRODUCTION

Delta Tau Delta is committed to life-long learning and the education of youth. The primary reason our members are in school is to learn both inside and outside of the classroom. As the director of member development, your primary role is to provide and promote learning experiences outside the classroom for members of your chapter.

The Road: The Journey to Excellence is the Fraternity's member development program designed to help you and your members learn necessary skills to be successful while in college and throughout your lives.. The director of member development is the primary chapter leader tasked to design and implement The Road.

The Road has four components of programming—new member education, recruitment education, Ritual education and member education. The director of member development will ensure each area is provided to the membership. He will organize the member education portion, and in some cases, he will also organize new member education. Providing direction and communication to the director of recruitment, Guide and new member educator are essential to the success of the program.

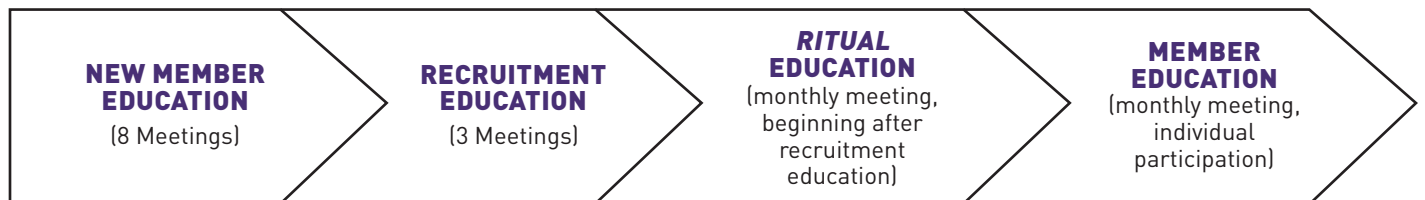
Member education within The Road allows men to determine a path they want to take to gain necessary skills to be successful. The director of member development is provided a guide for programming based on academic year. The goal is for men to have learned all of the objectives outlined in the guide by graduation. Starting on page six of this manual you will find a table with the objectives of the program, which component of the program it is covered in, and specific officers who are responsible for teaching the objective. This will be imperative for the director of member development to organize programs for the chapter members.

The Fraternity Accreditation/Awards Report (FAAR) is an important responsibility for all officers, and it will be very important to document all of The Road programming for this report. The Road is designed to help chapters accomplish the programming aspects of the FAAR.

Serving as the director of member development is a tremendous opportunity. You have the ability to create change within the programming, but more importantly in the lives of each individual member. While it is a great task to be accomplished, know that help and support are available every step of the way.

WHAT IS THE ROAD?

The Road integrates all educational programming initiatives at the chapter level under one umbrella. As a young man progresses from new member through his senior year, The Road progresses to meet his developmental needs and the organizational goals. Using the Fraternity Accreditation/Awards Report, The Road provides a template for each programming component. Incorporating new member, recruitment, Ritual and member education, chapter leaders no longer have to recreate the wheel each semester to develop the curriculum for these areas.



NEW MEMBER EDUCATION

The Road begins with an eight-meeting new member education program. The program is broken up into meetings versus weeks to provide flexibility of new member education periods. The eight meetings focus on building brotherhood, helping new members get acclimated with college life, learning information about the Fraternity for the exam, providing expectations of membership and preparing new members to take leadership roles in the chapter.

RECRUITMENT EDUCATION

After new members are initiated, they will participate in three recruitment programs. The programs focus on creating a vision for the chapter, standards and values, and the process of recruiting. The purpose is to give the director of recruitment the tools to teach their members successful strategies to recruit versus asking them to develop curriculum on their own.

RITUAL EDUCATION

Using the White Book, after brothers are initiated they will begin participating in the Ritual education program for the next year. This will be offered once a month and facilitated by the Guide.

Member Education – Chapter members will see a difference in the strategy for member education. In The Road, chapters are given specific examples of concepts members need to learn and actions they need to take based on academic year. For example, juniors should learn about interviewing skills or graduate school opportunities, while seniors will learn about benefit packages and types of insurance. Members will develop annual goals based on those learning objectives and design their own program to accomplish them.

DIRECTOR OF MEMBER DEVELOPMENT CHECKLIST:

Read the director of member development manual

- Make sure you are coded as the director of member development in Officer Portal (your chapter secretary can take care of this).
- Meet with the previous director of member development and/or Road chairman for an officer transition meeting.
- Complete the six-part email training series for directors of member development
- Meet with the incoming director of recruitment, new member educator, Guide and director of academic affairs to educate them on The Road: The Journey to Excellence and begin meeting regularly.
- Meet with the fraternity and sorority life professional to learn about resources or opportunities on campus

THE ROAD COMMITTEE

As the director of member development, you are the chairman of The Road Committee, including the new member educator, director of recruitment, Guide and director of academic affairs.

The Road Committee should work together to strategize the development and delivery of the programs. Many aspects of the program overlap, and communication and partnership is critical to being successful. The additional time spent working together will result in less work organizing programs.

The committee should meet regularly, ideally once a month.

LEARNING OBJECTIVES OF THE ROAD

The Road combines programming expectations outlined in the FAAR and information necessary to be successful in college and after graduation. To provide the director of member development direction on what programs should be offered, an outline of learning objectives has been identified based on academic year. While this may vary due to when a man joins the chapter, the goal is to have every student learn each objective by the time they graduate.

Some of the objectives are included in the curriculum for new member education, recruitment education or Ritual education. Other skills will need to be organized into a program or learned through an experience offered by the Fraternity or on your campus. The following information provides direction on the objectives, officers responsible for teaching the objective, what component of The Road it is included within, and the section of the FAAR it should be documented in.

NEW MEMBER LEARNING OBJECTIVES	OFFICERS	ROAD SECTION	FAAR SECTION	SUGGESTED FREQUENCY	POSSIBLE FACILITATORS
How to set consistent, reasonable goals/ SMART goals	New Member Educator	New Member Education	Member Education	Once with each New member class And once, with each Executive Board	<ul style="list-style-type: none"> • Brother • Alumni • Advisor • Faculty/Staff Advisor • Career Center staff
Learn how to set academic goals for each semester/ quarter and each academic year	New Member Educator, Director of Academic Affairs	New Member Education	Academics	Once with each new member class	<ul style="list-style-type: none"> • Brother • Faculty/Staff Advisor • Academic Advising staff
Understand the difference between service and philanthropy	New Member Educator, Community Service/Philanthropy Chairman	New Member Education	Other Programs	Once with each new member class	<ul style="list-style-type: none"> • Advisor • Alumni • Service and Engagement Center staff • Alternative breaks staff • Local service site staff
Learn about JD RF and understand the disease of Type 1 diabetes	New Member Educator, Community Service/Philanthropy Chairman	New Member Education	Other Programs	Once with each new member class	<ul style="list-style-type: none"> • Brother • Local JD RF staff
Know the expectations of life-long membership	New Member Educator	New Member Education	Member Education	Once with each new member class, once with each group of graduating seniors	<ul style="list-style-type: none"> • Alumni panel • Advisor
Identify your leadership style	New Member Educator	New Member Education, Ignite	Member Education	Once with each new member class	<ul style="list-style-type: none"> • Faculty member from leadership program • Greek Life advisor • Greek Life staff
Apply Fraternity risk management policies to individual actions and expectations	New Member Educator, Director of Risk Management	New Member Education, Division Conference	Miscellaneous	Ongoing, but at least once with each new member class	<ul style="list-style-type: none"> • Advisor • Risk Manager • Legal counsel • Alumni who might be a lawyer

FIRST YEAR LEARNING OBJECTIVES	OFFICERS	ROAD SECTION	FAAR SECTION	SUGGESTED FREQUENCY	POSSIBLE FACILITATORS
Memorize the Oath	Guide	Ritual Education	Member Education	Entire chapter- short program	<ul style="list-style-type: none"> • Guide
How to create a personal budget	Director of Member Development	Member Education	Member Education	Once a year, could benefit entire chapter	<ul style="list-style-type: none"> • Treasurer • Faculty member in finance department • Alumni with these skills and/or career experience
How to manage debt, scholarships and student loans after graduation	Director of Member Development	Member Education	Member Education	Once a year, could benefit entire chapter – could be done along with budgeting presentation	<ul style="list-style-type: none"> • Faculty member in finance • Local financial advisor • Alumni with these skills and/or career experience
Understand your personal learning style	Director of Academic Affairs	Member Education, Ignite	Academics	Once, every other year	<ul style="list-style-type: none"> • Staff member from career center • Online resource for individual members • Greek Advisor
Demonstrate effective study habits and skills	Director of Academic Affairs	New Member Education	Academics	Once with each new member class, once with each group of graduating seniors	<ul style="list-style-type: none"> • Staff member from academic advising • Faculty/staff member from library • DAA
Understand successful classroom behavior & general academic conduct	Director of Academic Affairs	Member Education	Academics	Could be a program done along with learning style	<ul style="list-style-type: none"> • Faculty staff advisor • Faculty member • Greek Life Advisor
Learn the Ritual and understand how it applies to your life	Guide	Ritual Education	Member Education	Once, at least every other year	<ul style="list-style-type: none"> • Guide • Alumni Advisor • Leadership Consultant
Identify proper techniques to resolve conflict	Director of Member Development	Member Education	Member Education	Could be done with officers as part of retreat, or online	<ul style="list-style-type: none"> • •Alumni advisor • Take online course at deltaroad.org • President
Develop personal goals as a member of Delta Tau Delta and for your undergraduate career	Director of Member Development, Director of Academic Affairs	Member Education, Ignite	Academics	Could be done along with learning style and successful classroom conduct	<ul style="list-style-type: none"> • DAA • Career Center staff • Academic Advising staff • Greek advisor
Understand the skills and process to recruit members	Director of Recruitment	Recruitment Education, Division Conference	Once, per year	Once, per year	

SECOND YEAR LEARNING OBJECTIVES	OFFICERS	ROAD SECTION	FAAR SECTION	SUGGESTED FREQUENCY	POSSIBLE FACILITATORS
Identify and establish academic interests and passions	Director of Academic Affairs	Member Education	Academics	Once a year, entire chapter	<ul style="list-style-type: none"> • DAA • Academic Advising • Local alumni in different careers
Take personal interest/strengths measurement to understand careers appropriate for you	Director of Member Development	Member Education	Member Education	Once, during the second year. This is available online.	<ul style="list-style-type: none"> • Online individually • Career center staff • Faculty/staff advisor
Learn professional resume and cover letter skills	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Career center staff • Alumni advisor
Learn professional etiquette for managing your social media identity	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Social media chairman • Staff in marketing/communications office
Learn about the effective and appropriate ways to execute a philanthropy project	Director of Member Development, Philanthropy Chairman	Member Education, Division Conference	Other Programs	Once, every other year	<ul style="list-style-type: none"> • JDRF staff • Philanthropy chair • Foundation/Development staff at university
Identify what a personal brand is	Director of Member Development	Member Education	Member Education	Once, every two to three years	<ul style="list-style-type: none"> • Social media chairman • Marketing staff
Develop skills to be productive and maximize your time	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Career center staff • Greek advisor • Alumni advisor • Faculty/staff
Practice effective meeting management and facilitation skills	Director of Member Development	Member Education	Member Education	Once, every year, at Eboard/Aboard retreat	<ul style="list-style-type: none"> • Alumni advisor • Faculty, staff advisor
Skills to serve as a team leader	Director of Member Development	Member Education, Ignite, UIFI	Member Education	Once, every year, at Eboard/Aboard retreat	<ul style="list-style-type: none"> • Alumni advisor • Faculty, staff advisor

THIRD YEAR LEARNING OBJECTIVES	OFFICERS	ROAD SECTION	FAAR SECTION	SUGGESTED FREQUENCY	POSSIBLE FACILITATORS
Knowledge of effective and professional interviewing skills	Director of Member Development	Member Education	Academics	Once, every other year	<ul style="list-style-type: none"> Career center staff Panel of alumni Local business leaders
Understand proper business etiquette	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> Career center Panel of alumni Local business leaders
Understand the process for applying to graduate school	Director of Academic Affairs	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> DAA Career center staff Academic Advising Test Prep staff
Identify a cause you have a personal passion for and the impact you would like to make with the cause or an organization that supports it	Director of Member Development, Community Service Chairman	Member Education	Other Programs	Ongoing, individual members	<ul style="list-style-type: none"> Individual fraternity members Community service Philanthropy chair
Learn about the needs and concerns of your local community	Director of Member Development	Member Education	Member Education	Ongoing, individual members	<ul style="list-style-type: none"> Local government official Volunteer center staff on campus
Understand what personal identity is and the impact it has on an individual	Director of Member Development	Member Education, The Charge	Member Education	Ongoing, individual members	<ul style="list-style-type: none"> Individual takes assessment online DAA or DMD leads reflection session
Comprehend the concept and philosophies of servant leadership	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> Faculty member in leadership program Greek advisor Local business leader
Recognize skills to lead others through influence	Director of Member Development	Member Education, The Charge, UIFI	Member Education	Once, every other year	<ul style="list-style-type: none"> Faculty member in leadership program Greek advisor Local business leader
Demonstrate skills to set a personal or organizational vision and direction	Director of Member Development	Member Education, The Charge, UIFI	Member Education	Once, every other year	<ul style="list-style-type: none"> Alumni Advisor Career Center staff

FOURTH YEAR LEARNING OBJECTIVES	OFFICERS	ROAD SECTION	FAAR SECTION	SUGGESTED FREQUENCY	POSSIBLE FACILITATORS
Identify different types of insurance and basic coverage needed after graduation	Director of Member Development	Member Education	Member Education	Once, with outgoing seniors	<ul style="list-style-type: none"> • Local insurance agency • Alumni • Advisor
Identify basic components of a benefits package and what can be negotiated	Director of Member Development	Member Education	Member Education	Once, with outgoing seniors	<ul style="list-style-type: none"> • Career center staff • Panel of alumni
Understand the concept of global citizenship and what it means to be a citizen of the world	Director of Member Development, Community Service Chairman	Member Education	Other Programs	Once, every other year	<ul style="list-style-type: none"> • Volunteerism center staff on campus • Local non-profits • Faculty member
Knowledge to be culturally, ethnically and religiously sensitive to others backgrounds and beliefs	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Diversity or multi-cultural center staff • Women's resource center • Faculty member
Identify skills to express and control our own emotions and the ability to understand, interpret and respond to the emotions of others	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Career center staff • Faculty member
Demonstrate the ability to coach and provide feedback to others	Director of Member Development	Member Education	Member Education	Once, every other year	<ul style="list-style-type: none"> • Alumni • Advisor • Could be done within chapter by members

ORGANIZING MEMBER EDUCATION PROGRAMS

The goal for The Road is to provide members with the opportunity to accomplish all of the learning objectives of the program. The first three components of The Road—new member education, recruitment education and Ritual education—are structured with curriculum to achieve those learning objectives. The fourth component, member education, is less structured, but provides great opportunity for the chapter to personalize their programming.

TO ACCOMPLISH THE GOAL, CHAPTERS CAN TAKE SEVERAL DIFFERENT APPROACHES TO ORGANIZE OR PARTICIPATE IN PROGRAMS CENTERED ON AN OBJECTIVE.

1. The director of member development can coordinate monthly educational programs for the chapter based on the learning objectives. These can be open to all members or just members within a certain academic year. For example: Juniors would be invited to a program on proper business etiquette.
2. The director of member development can work with campus departments who offer programming and encourage members to participate. For example: Sophomores are encouraged to attend a workshop through the career service center on exploring career options.
3. The Road Committee can incorporate the learning objectives into other aspects of programming. For example: The director of academic affairs would develop an annual workshop for each academic class based on the learning objectives—freshmen would learn about effective study habits, juniors would learn about applying to graduate school, etc.
4. The director of member development can strategize ways to add learning components to other chapter events. For example: During homecoming weekend ask an alumnus to speak to the chapter on a certain topic or organize a program in partnership with a sorority that both groups would like to learn more about. This will engage the alumni relations chairman or the social chairman in helping accomplish the learning objectives.
5. Include topics in officer transition to help them lead the chapter. For example: The concept of how to set an organization vision or goals is important for chapter leaders to learn.
6. Provide programming during an annual chapter retreat that will benefit the majority of the chapter. For example: Managing a social media identity is important for the individual and the organization.

There are countless opportunities to incorporate The Road into chapter programming and events. The goal is to provide men with opportunities to learn as much as they can outside of the classroom to be successful. The Road Committee should make it a priority to work together to accomplish this goal.

RECOGNITION AND REWARDS

Participation in The Road is not required, but there are several benefits for the chapter and the members.

- The Road provides clear direction to accomplish the programming expectations outlined in the FAAR.
- The Road is based on research and theory of higher education that supports these skills as necessary for success in college and after graduation.
- The Road is easy to accomplish. We provide you with facilitator guides and templates of what you need to offer. Chapter leaders don't have to reinvent the wheel every semester.

Even though there are many benefits to the program, individual members may still need encouragement to participate. The Road Committee should strategize ways to recognize and reward members who participate in Road programs.

FOR EXAMPLE:

- A special dinner for brothers who accomplish all of the learning objectives at the end of the year
- Perks such as room picks, parking places, etc.
- Chapter meeting or event passes
- Reduction in dues
- Certificates in chapter meetings for each objective accomplished
- Visual tracking system in the shelter

Chapters should select at least two ways to recognize members throughout the semester.



CONCLUSION

Delta Tau Delta is proud of you and your sincere desire to improve your chapter. As a leader of the chapter, your success will be determined by your actions, words and thoughts. The Fraternity expects you to work diligently to build a positive experience for yourself and your brothers. Please take these final thoughts with you as you begin what will be a great year for you and your chapter:

COMMUNICATION IS THE KEY TO SUCCESS:

It will be vital for you to communicate with your brothers and your peer officers. Many of the goals you will set will require you to work with other individuals. If you continue to focus on improving your communication skills throughout your officer term, you will not only be a more effective officer, but you will also be better prepared to lead in the future.

RESOURCES ARE ALWAYS AVAILABLE TO YOU:

There will always be someone willing to help you as you encounter obstacles. This person may be a chapter advisor, a campus advisor, a chapter consultant, an older member of the chapter or even a student in the campus community. It is important to realize all of these people want you to be successful. Please include and utilize these people as often as you can.

THE FRATERNITY WANTS YOU TO ASK QUESTIONS:

This manual will not cover every concern you encounter and each obstacle is different. If you have a question, please do not hesitate to contact any the resources previously mentioned or to the Central Office. The Fraternity wants you to have all of the information you need to be successful.

“AS YOU ADVANCE, REMEMBER OTHERS FOLLOW”:

This concept is so important as a leader. In order for the chapter to be successful for a long period of time, you must recognize your responsibility to be a role model and mentor for members of the chapter. By teaching and encouraging other members to achieve, the chapter will achieve. Do not lose sight that you joined because of the men around you; you should feel a special responsibility to do your best for and with these men.

USE THE VALUES OF DELTA TAU DELTA TO GUIDE YOUR DECISIONS:

Truth, Courage, Faith and Power should be ever present in your decision making as a member of Delta Tau Delta. These values are not exclusive to the Ritual of the Fraternity, but they should be embodied in your everyday work as an officer of the chapter to motivate, encourage and lead your brothers.

THE FRATERNITY KNOWS YOU WILL DO MUCH TO BETTER THE CHAPTER AND DELTA TAU DELTA THANKS YOU FOR YOUR TIRELESS EFFORT AND YOUR STEADFAST COMMITMENT. THE FRATERNITY WISHES YOU NOTHING BUT SUCCESS AND HAPPINESS AS YOU LEAD YOUR CHAPTER TO EXCELLENCE.