

Brotherhood Retreat

PREPARATION

- I. Have the chapter and/or Executive Committee discuss reasons why your chapter would benefit from conducting a brotherhood retreat.

Samples:

1. To involve every brother at your chapter in refining/implementing the goals and action plans prepared at BLTW that will guide chapter activity for the upcoming year
2. To create new goals and specific action plans for chapter events
 - o To promote a higher level of group cohesion, with a consistent display of brotherly interaction in the chapter
 - o To create an atmosphere in the chapter that promotes brotherhood, leadership, and personal growth

- II. Ask Chapter and/or Executive Committee to discuss the objectives or goals for the retreat.

Samples:

1. What do we want to accomplish at the retreat?
2. What are the main goals the chapter wants to accomplish this year?
3. What are the problems we are experiencing as a chapter?

- III. Discuss when would be the best time to conduct the Brotherhood Retreat.

Samples:

1. Beginning of the Academic Year
 - o Gives the chapter an opportunity to further develop chapter goals and action plans discussed at BLTW
 - o Provides a time of brotherly interaction and reconnection that will promote closer brotherhood and fewer cliques throughout the year
2. Beginning of Officer Transition Period
 - o Allows the chapter and new officers to evaluate how they are progressing on their goals and action plans developed at BLTW
 - o Allows new officers the opportunity to share their new goals with chapter and get feedback/ideas from other brothers
 - o Gives old officers an opportunity to share some of their specific job responsibilities with new officers
 - o Gives new officers a better understanding of the challenges facing the chapter
3. Beginning of Pledge Program
 - o Allows brothers and brothers-to-be an opportunity to get to know each other on a more personal level
 - o Helps break down barriers that exist in some chapters between brothers (-us!!) and brothers-to-be (-them!!)
 - o Gives brothers-to-be a better understanding of what their responsibilities and commitments will be as brother of the Fraternity

Brotherhood Retreat

PLANNING CHECK LIST

1. **PLAN IN ADVANCE!** Set date and reserve place for retreat at least 6 months in advance. Example – set date in Spring Semester for Fall Retreat. Set date at beginning of school year for Spring Retreat.
2. — one large meeting room (large group discussions) and 4-5 break out rooms (small group discussions). (It is suggested that you have one room for every 10 brothers).
3. Consider a location away from chapter house/campus so you can minimize distractions.
4. Plan for the retreat to be at least one full day (Saturday) or **1 1/2** days (Friday evening and Saturday).
5. Discourage any parties from being held the night before the retreat.
6. Require **100%** participation of the active brothers and brothers-to-be (if applicable).
7. Make arrangements to provide a light breakfast and lunch for all participants and eat together as a group.
8. Allocate money for retreat expenses in chapter budget (i.e. food/facility rental/clean-up fees/materials/travel expenses and accommodations for retreat leaders).
9. Ask local alumni to participate as small group discussion leaders 6-8 weeks in advance.
10. Ask Sigma Chi leaders and Grand Officers to lead and/or participate in retreat 6-8 months in advance.
11. Designate a Brotherhood Retreat Chairman or Committee to assist with planning and logistics.
12. Plan and review an agenda for the retreat with the Executive Committee at least four (4) weeks prior to the retreat.

EXECUTION

Use the Brotherhood Retreat materials provided by the Fraternity as discussion topics/exercises for your retreat. Create an agenda that meets the needs of your individual chapter. Suggested topics to include in your Retreat:

1. Conduct the Chapter Assessment used at BLTW with small groups and then discuss as an entire chapter.
2. Conduct the Strategic Planning Exercise used at BLTW with small groups and then

Brotherhood Retreat

discuss as a chapter. (It is suggested that all Brothers have an opportunity to take part in decision making and planning so they will take more responsibility for chapter activities.)

3. Present financial obligations to the chapter (including dues /assessments /fines/ payment plans).
4. Review Risk Management policies for the year.
5. Present opportunities to participate in other campus activities (e.g. Student Government, Interfraternity Council.)
6. Plan experiential exercises, activities that emphasize team building/leadership skills and promote a closer brotherhood.
7. Plan an outdoor activity for part of the day (i.e. ropes course).

Example Program Schedule (1/2 Day)

This is meant to be an example program to focus on measurable takeaways and strategic planning. It certainly is not meant to be the only way to satisfy your chapter's needs.

9:30 AM – Ritualistic Opening

10:00 AM – Agenda, Expectations and Goals

10:15 AM – Leadership/Values Learning Exercise ??????

- Should be an event that focuses the chapter on fraternity, values and leadership
- Prepares the chapter to increase the efficiency of the rest of the day
- Good resources for an activity: University Greek Advisor, Grand Praetor, Chapter Advisor, Sigma Chi Headquarters, your BLTW facilitator, etc..

11:00 AM – Create a Chapter Vision/Mission Statement

- How are we going to implement the values we just talked about to move forward as a chapter?

Takeaways: Must have a vision for the chapter moving forward

11:45 AM – SWOT Analysis

- Identify chapter Strengths, Weaknesses, Opportunities, and Threats for the upcoming year and the future in general
- Stay focused on the chapter values and vision

12:30 PM – Break for Lunch

1:15 PM – Refocusing experiential exercise

Brotherhood Retreat

- Brothers will be tired after lunch so plan an activity to get everyone back on track and focused on your afternoon activities

1:30 PM – Define Areas of Focus

- Restate the chapter's vision and SWOT analysis, and then address the question -Where do we focus our efforts on improving the chapter this year?||
- What are the most immediate threats?
- How can we leverage our strengths?
- Are there any easy wins?

2:15 PM – Develop Action Plan (contact Sigma Chi HQ for resources)

- Be sure to tie every goal to the chapter's vision and stated values.
- Identify necessary resources, any foreseeable obstacles, measurable milestones to success, personal accountability, and a plan to hold the chapter accountable to each goal
- Have every brother sign the action plan with the commitment that they will give their best effort to see the chapter accomplish its goals and hold each other accountable to their commitments.

3:45 PM – Ritualistic Closing

Example Program (Full Day)

9:00 AM – Ritualistic Opening

9:30 AM – Agenda, Expectations, Goals

9:45 AM – Team Building Exercise

10:00 AM – Previous Year Assessment

10:30 AM – Chapter SWOT Analysis

12:00 PM – Lunch

1:00 PM – Sigma Chi 2 Minute Drill

1:30 PM – Create Chapter Vision

2:30 PM – Stakeholder Litmus Test

3:00 PM – Three Areas of Focus

3:45 PM – Short Break

4:00 PM – Individual Goals

Brotherhood Retreat

4:30 PM – Develop Action Plans

5:00 PM – Establish Timelines

5:30 PM – Roundtable Follow-up

6:00 PM – Ritualistic Closing