



Rivier Institute for
Senior Education

Where curiosity never retires

5 STEPS TO BECOME A RISE FACILITATOR



RIVIER INSTITUTE FOR
SENIOR EDUCATION

STEP 1: SUBMIT A FALL OR SPRING COURSE PROPOSAL

Please [click here](#) to complete the online course proposal form. Co-facilitators are welcome. Classes can run 60 to 90 minutes long depending on semester schedule.

STEP 2: CURRICULUM COMMITTEE REVIEWS PROPOSAL

After several weeks of finalizing all proposals, you are notified of your course day and time. If necessary, submit any needed certificate (exercise course) or W-9 form. Classroom assignments are made after registration is completed.

STEP 3: PREPARE MATERIAL FOR YOUR COURSE

No exams or grades are given for RISE courses. You are free to structure your course in your own individual way. You may prepare a syllabus, offer handouts, assign reading material, show DVD's, or share a PowerPoint presentation to facilitate participation and discussion among your class members.

STEP 4: ATTEND ORIENTATION AND INFO SESSION

Prior to registration, an orientation is held to give you an overview of the program, give you tips on facilitating, answer any questions, and provide an opportunity to meet other facilitators. The online Zoom Information Session is an informal event for potential members to meet facilitators and learn about their courses. All current and active RISE members are emailed the Info Session online Zoom event link.

STEP 5: RECEIVE YOUR FACILITATOR PACKET

Approximately one week before the semester start date, you will receive an email which includes the list of your class attendees, Zoom account setup if online and any classroom information if on campus. You are now ready!

A Facilitator is an informed individual who has a specific interest, knowledge, or skill that he/she wishes to share with others. A Facilitator strives to create an atmosphere of trust and safety where the flow of ideas, information, and opinions flourish.

Contact:

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Please note:

RISE reserves the right to select or reject courses based on the needs of the program and the interests of its members.

A business may not be promoted, nor personal agendas furthered during any RISE session.