

FACILITATING A RISE COURSE

*Anyone who stops learning is old, whether they are twenty or eighty.
Anyone who keeps learning is young. Henry Ford*

A RISE FACILITATOR

- ❖ is an informed individual who has a specific interest, knowledge, or skill that he/she wishes to share with others.
- ❖ is a lifelong learner who is enthusiastic about connecting with others as well as broadening their own learning experiences.
- ❖ strives to create an atmosphere of trust where the flow of ideas, information, and opinions flourish.

The BENEFITS of Becoming a RISE Facilitator

- ❖ Deepen your own active mental engagement.
- ❖ Participate in rich social interactions.
- ❖ Collaborate with like-minded individuals.
- ❖ Share your passions with others.
- ❖ Learn for the sheer joy of learning.
- ❖ Support lifelong learning!
- ❖ Contribute to the RISE community.

PREPARING for a Course

- Submit an online course proposal form for each course you will facilitate.
- Refine the focus of your course, making sure that it reflects what has been promoted in the course description.
- When appropriate, develop a course syllabus that provides weekly class descriptions.
- For in-person classes, work with the RISE Coordinator to learn how to use the Rivier AV and computer system.
- For Zoom classes, work with the RISE Coordinator to learn how to present on Zoom.
- Consider the best way to utilize the 90-minute blocks. Classes must end on time.
- Use handouts and visuals to enhance your class. The RISE Coordinator can copy handouts for your students.

PRESENTING the Course

- Start classes on time.
- At the first class briefly introduce yourself and review the course description and expectations.
- Speak slowly, clearly, and loudly.
- Repeat all questions and paraphrase answers to ensure that everyone has heard the remarks.
- Emphasize discussion by providing ample opportunities for questions, comments, and observations from the class.

FOLLOWING UP

- Send supplementary materials (and Zoom links, if appropriate) to your class via email.
- If you need to cancel a class, reschedule it during one of the RISE breaks. Plan to meet at the regularly scheduled class hour.
- If you wish to have feedback at the end of your course, either create your own evaluation form or use the form that is available in the RISE Office.