



Cluster Facilitator Volunteer Description

Cluster Facilitators at the Institute have several essential responsibilities during the week. The primary responsibility is to work with a group of 8-12 participants called the "Family Cluster". The Family Cluster is the formal support and reference group for the participants during the Institute, and the Cluster Facilitator serves as the group's resource, catalyst, and coach. The Cluster Facilitator is not a parent or gatekeeper. Instead, they serve as a bridge between the Learning Community and learning application in the Family Cluster. Specific roles include:

- modeling leadership behavior and acting with integrity
- clarifying, summarizing, and sharing ideas
- guiding group discussions
- facilitating selected segments of the curriculum
- establishing a climate conducive to learning
- challenging assumptions and encouraging reflection and feedback
- maintaining an energy level that matches the pace of the Institute

Cluster Facilitators have considerable interaction with the participants and are very valuable members of the faculty during the Institute. The Cluster Facilitator supports participants as they develop their Visions and encourages positive interpersonal and group development in a safe and trusting environment. Cluster Facilitators are also encouraged to maintain contact with members of their Family Cluster following their session. This contact helps participants "stay in action" on their visions after the four-day program and will help sustain their commitment to integrity after the Institute.

During Learning Community segments and at other times, the Cluster Facilitator assists the Co-Lead Facilitators in managing the session of the Institute. Numerous activities occur during the day at the Institute, many require accompanying instruments, handouts, videos, special instructions, etc. Whenever possible, the entire faculty needs to make sure that the days' tasks are accomplished efficiently and effectively.

During the Institute, Cluster Facilitators are accountable to the two Co-Lead Facilitators who have overall responsibility for managing the session and the Illinois Leadership Center® Program Coordinator.

Time Commitment:

- Cluster Facilitator Orientation: Late October, date and time TBD
- Faculty Training: Monday, January 8, 2024, 9:00 AM-5:00 PM, ILC Conference Room
- The Institute: Tuesday-Friday, January 9-12, 2024, Allerton Park & Retreat Center, Monticello, IL

Cluster Facilitators are required to stay at Allerton overnight for the entire session. Free overnight parking on-site is provided along with room and board.