

CALIFORNIA TRAINING FOR FACILITATORS WORKSHOP held in two weekends

CAPS in bold – Talks for training team from *T4T Manual*

Bold Italics-Refer to manual

Bold – In handout packet

Bold underlined-separately hand out

DAY 1: SESSION 1--8:30 a.m.-12

- 1 Exercise as they arrive:
Basic Manual: Introducing Manual
 - 2 Upon arrival, hand out manuals and packet and **Learning the AVP manual** *handout*-with two other participants find answers
NEED A SIGN WITH INSTRUCTIONS
 - 3 **OPENING TALK FOR T4T:**
Refer to Manual: **Section A- AVP Mission, Vision, Model Section A**
 - 4 Welcome and Agenda review
(Model then ask Why do we do Agenda Reviews?)
 - 5 Introductions: Facilitators.
“What I do and why I am doing this” (why we do?)
 - 6 Name Game:
(Ask/augment – why we do Adjective names)
 - 7 Manual review
 - 8 Brainstorm what it is to be a trainer
(See **WHAT IT IS TO BE A TRAINER** talk)
Refer to handouts: T4T Pointers and Judgment Calls, Straight Talk, Tips
 - 9 L&L: Big Wind Blows
ask them how to lead a Light and lively
- Break (9:30?)
- 10 Gathering: One of my most memorable experiences from the Basic course...
(Ask/augment why we do gatherings).
 - 11 Demonstrate an exercise and ask for observations

- 12 Talk: **HOW TO PRESENT AND PROCESS EXERCISES**
Refer to Manual E-2-4 on Presenting and Processing Exercises
Refer to Handouts: Exercise packet
- 13 Fishbowl demonstration: Team Building, clinicking, check in, plan Sat.nite Session
Refer to Manual: Section D Agendas
- 14 Fishbowl debrief
(Check talk: **WHAT IT IS TO BE A MEMBER OF A TEAM**)
- 15 Transforming Power Talk overview
- 16 Plan for the rest of the weekend: Do it yourselves. Form teams, give **TeamAgendas**
- 17 Reflection/Evaluation (Ask/augment: how to)
- 18 Closing: Yarn Ball (Ask/augment: why)
Assignment for week: Plan with teams for an hour at lunch. Leave when ready.

DAY 2. SESSION 2- 8:30-12

- 1 As they gather write on wall: What I want from my team members
- 2 Agenda Preview
- 3 Gathering/re-entry:
- 4 Talk: **HOW TO GIVE AND RECEIVE FEEDBACK**
Refer to handouts: Feedback – a mirror for team members
- 5 First team’s agenda 9:30-11:30
Facilitator advisor:
- 6 Team debrief; what did you learn

LUNCH 12-12:30

DAY2 SESSION 3 12:30-

1 Second team's agenda 12:30-2:30 p.m.

Facilitator advisor:

2 Team debrief; what did you learn

Break

3 Third Team's Agenda 3:30-5:15 p.m.

Facilitator advisor:

4 Team debrief; what did you learn

5 Facilitator evaluation

(Ask and augment – why we do evaluations as team)

Dinner 5:45- 6:30 p.m. Assignment: Fill out evaluation form individually

DAY 2 – SESSION 5 6:30-9 p.m.

1 As arrive:

Teams meet for Team evaluation meeting

2 Agenda Review

3 Gathering:

(see **Reflection Exercise** in Handouts)

4 Quick listing on newsprint

Why we do role plays

5 About role playing (hidden agendas and ethics)

Refer to Manual: **Role play debriefing G-5**

6 ?Teams set up role plays (#3 & 4)

Refer to Handout: **Instructions to groups setting up their own role plays**

7 Demonstration Role Play as team (#3)

8 Debrief role play- team #2 – each person debrief one role player

9 L&L:

10 Demonstration Role Play as team (#4)

11 Debrief role play- team #1 – each person debrief one role player

Break – *Refer to Handout: **Reflection Exercise***

12 Unanswered questions

13 Where do we go from here? Discuss responsibility to program here and statewide.

14 Whip: What I hope to do for AVP ?

15 Graduation Certificates

Facilitator Logs and **Standards for AVP CA**

16 Closing: Affirmation Shower