



## Small Group Facilitator Training

The most important task for the Small Group Facilitator to accomplish is making sure that for the coming week, each member of the small group has a pro-active Small Step related to his/her Stand, complete with a plan and support.

### FIRST SMALL GROUP -- CHECK-IN -- 30 MINUTES

In order to best accomplish the above task, the Small Group Facilitator should:

1. Begin with no more than 4 in the Small Group.
  - a. Orientation leaders will be bringing people to the Small Groups as they finish Stands with the new people.
  - b. Late comers may pull up a chair, but ask them to check with the Large Group Facilitator about starting another Small Group.
2. Model the check-in for 2 reasons:
  - a. To show others how to succinctly state their situation, Stand, Small Step, Success and Support.
  - b. State the purpose of this first Small Group – check-in only, no problem-solving.
  - c. Each person must follow the Check-in Sheet line-by-line so everyone stays on task.
  - d. Give a brief (2 minute) history of the child's behavior. This is done during the "I'm here for..." portion of the check-in.
3. Keep track of time.
  - a. Sit facing the clock
  - b. Large Group Facilitator should come around to each group with a "5 minutes to go" warning. Don't count on it. It's your responsibility.
  - c. Allow 5 minutes per person. Some may take more time, others less.
4. Stick to following the check-in sheet line by line!
5. A member in crisis can inform the small group during check-in
  - a. This allow the facilitator t judge the amount of time it may take during the second small group to work with this member.
  - b. This gives the facilitator time during the break to check with someone to find out with whom the member might talk during the coming week to discuss their particular problem.

Questions to consider:

We don't use tables. Why?

What is the advantage of choosing a different small group facilitator each week?

Spouses/partners are encouraged to sit separately. Why?

## SECOND SMALL GROUP -- CHECK-IN -- 40 MINUTES

1. FOLLOW THE PLAN AND SUPPORT SHEET line-by-line. Each segment is important.
2. Model the Plan and Support. Why?
  - a.
  - b.
3. Make sure each member completely fills out the Small Step sheet. Why?
  - a.
  - b.
4. Each Small Step must be measurable, consistent with Stand, specific, proactive, planned and supported. Give examples of each aspect.
  - a. measurable
  - b. consistent with Stand
  - c. specific
  - d. proactive
  - e. planned
  - f. supported
5. Brainstorming (ideas and suggestions) is used to help members decide what Small Step might best help them change their behavior.
  - a. This is done after a member has stated which of their behaviors they believe they need to work on for the week – related to their STAND, not the child's behaviors.
  - b. While asking for ideas from the group, a member doesn't have any suggestions. What can the Small Group Facilitator do?
    1. (come back to that person)
    - 2.
    - 3.
  - c. Why is it advantageous for a member to write the group's suggestions on the back of the Small Step sheet? (future options, validation)
6. Plan for success!
  - a. Planning and Support help prevent failure to carry out a Small Step.
  - b. Small Steps taken successfully promote positive change and increase confidence and a sense of control.
  - c. Large steps taken unsuccessfully can lead to uncontrolled crisis, loss of confidence and control.
7. Don't let one member's situation dominate the group's time. If this is a problem, suggest that the member have a team meeting.
8. Is the Small Group Facilitator supposed to solve, fix, enable, or rescue? What is the SGF supposed to do?

9. Confrontation is to give feedback. It is NOT an attack although the receiver may perceive it as such, especially if no suggestions for rectifying the situation are offered.
  - a. “If you stop taking her home every time she runs away, she won’t automatically move out onto the streets. She has friends to stay with. Talk to the Smiths and the Browns. They had a problem very similar to yours.”
  - b. Question behaviors, stands, small steps, plans and support
  - c. Insist on progress, but show empathy and have patience.
10. Support is crucial to success. Be sure each member is calling someone and vise-versa.
11. Support is also actively listening. Restate what you believe you’ve heard.
  - a. “It sounds like you feel like a victim. Perhaps we can offer some ideas for you to use as Small Steps to help you feel more powerful.
12. Recognize and comment on a member’s positive changes however small they may seem. They are probably big changes to the person who made them!
13. Support is revealing yourself – what you are going through and what you have learned by working the Changes program.
14. Support is offering genuine hope. The problem didn’t occur overnight, and it won’t be resolved overnight, but it can improve week by week.
15. Remember, when people are anxious, afraid, and feeling helpless, they are at their worst. Feelings are never right or wrong, they just ARE. Our behaviors are what we must change.