What's in your Facilitator Tool Kit?

Discover shared purpose, or shared values

-explore metaphors

-share stories

-draw picture of the future

Decision-making

(note: be clear who is making the decision, and how, before you begin! See reverse)

- -use small groups to react to a proposal
- -voting, secret voting, dot voting

Get input

-discussion groups

- -have a debate
- -I like, I wish, I wonder
- -make a word cloud
- -write ideas down and collect them in the Big Bowl of Good Ideas

Resolve conflict

- -consider using non-violent communication
- -mediation

-open ended questions to learn more

Stay focused on one topic

-Parking lot/bike rack

-Framing (this is what we're talking about today, this other topic isn't)

Name "elephants in the room"

-Crunch-toss (developed by sujin lee at CompassPoint)

Learn together/group learning

- -Debrief, using pluses and deltas
- -Small groups + teach back
- -Fishbowl
- -Jeopardy game

Build community

-Circle Process (developed by Indigenous people all over the world)

-story telling

-ask everyone to bring a dish

Build trust

- -appreciations
- -Group agreements
- -Sing together
- -Play a game

Change the energy in the room

- -ice breakers
- <mark>-energizers</mark>
- -dance break
- -bring in snacks!

Increase commitment or "buy in"

-Hopes/risks/needs

-7 Whys (from liberatingstructures.com) **Equalize voices, or reduce power dynamics**

- -1-2-4-all
- -affinity groups by identity or position (i.e. gender-based groups, race caucuses, or small groups by positional power)

Other

- -improv games
- -Theater of the Oppressed
- -watch a short video, or read an article, and discuss
- -anything in the world you can think of that suits your purpose

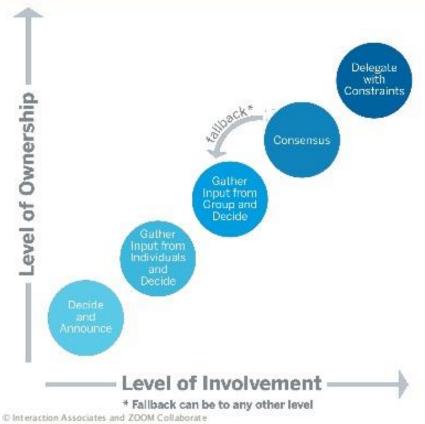
Pay attention to the facilitators you admire, and borrow their meeting activities – ask permission and give credit for their work. Find more meeting activities at liberating structures.com, ask a teacher or youth worker, or make something up! Just make sure you always start with PURPOSE, and then choose an activity that fits.

Developed by Amy Benson, CompassPoint Nonprofit Services

Who is making this decision, and how?



Get People Involved in Decision Making



The Simple Discipline

- 1. What's the decision?
- 2. Who are the stakeholders?
- 3. What level of involvement will each have?
- 4. How will I communicate the decision-making approach to them?

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