

GROUP BUILDING COORDINATOR (Yellow Team Leader)



TIMING: Friday afternoon, immediately following the first Checkin and What Brings Your Here

EXPECTATION: Review this job description as you prepare for the Weekend. Go over it on the Weekend as well in order to be present to your goals as the Group Building Coordinator. The primary goals of the Group Building Coordinator are to prepare the Group Building Team and to lead the process.

PURPOSE: to build a safe container and to show that we are all alike

ENERGY: focused and calm

PRE-WEEKEND PREP (see timeline on last page)

- Email WATC Group Building Process document to each person on the Group Building Team in a group email giving the following information
 - Introduce yourself
 - Attach a copy of the Group Building Process document
 - Instruct them to go over their roles and to have their “*I hide from...*” statements drafted before the first meeting
 - Inform of meeting date, time, and Zoom link (set up time and get link from Director of Operations)
 - Give your contact information in case they have questions prior to the meeting
- Hold the Zoom meeting with the team
 - Outline how the process works
 - Go through lines with the facilitators, tips on debriefing, and time constraints
 - Remind the final facilitator (I hide from women by...) that she has an added question
 - Have each model read their statements and work together to make them succinct and make sure they have gone deep
 - Let them know that the team will be doing a run-through during the Friday Staff Meeting
- Follow up with models who were having difficulty creating their statements
- Check in via email with the team as the Weekend approaches to see if anyone has questions or needs support

EXPECTATIONS FOR LEADING THE PROCESS

Follow the protocols below, but keep the momentum going and do not let this process drag on. It is better to leave some things left unsaid. It is not helpful, nor is there time, to “milk” each question and debrief dry by continuing to ask if anyone else has some feedback. The key to this process being effective is getting everyone involved, keeping the energy up by keeping it moving and leaving some things left unsaid. The Group Building Coordinator of this process should intervene if the team is letting the process go on too long.

EXPECTATIONS FOR MODELS

The women who model these exercises must prepare their statements. You must be approved by the Group Building Coordinator prior to the Weekend. ***The Models will:***

- Come up with 6 or 7 examples for your part.
- Know these by heart and from the heart. You may not use notes.
- Be authentic and open. Your goal here is to step off the cliff and model for the women that it’s okay to take risks and share the truth about yourself, your brokenness, your failings, etc.
- Avoid being too religious. This means not ONLY focusing mainly on spiritual things like, “I hide by not reading the Bible or not praying.”
- Go deep. Come up with examples that are REAL and HONEST; don’t stay surface level on these. You must share the tough stuff about your lives. If you cannot do this, ask the Coordinator to have someone else model for these exercises.
- For the woman doing the intimacy part, consider adding an example of how you might hide from sex if this is appropriate. Intimacy DOES NOT equal sex, however. These statements should be well rounded to include husband, friends, potential friends, other family members, etc.

EXPECTATIONS FOR FACILITATORS (Group Building Coordinator and three other staff)

Each facilitator will lead one part of this process:

1. Group Building Coordinator (Eye-to-Eye)
2. “I hide from women by...”
3. “I hide from God by...”
4. “I hide from intimacy by...”

The Facilitators will:

- Be prepared for the weekend by knowing the debrief questions
- The last round, “I hide from intimacy”, has an added question to wrap up the debrief.

GROUP BUILDING COORDINATOR CHECKLIST

6 WEEKS OUT

- Meet with Yellow Team Lead (If different person)
- Email Director of Operations to schedule a Zoom meeting for your team; get link

5 - 6 WEEKS OUT

- Email the Facilitators and Models on your team and include the following information
 - Introduce yourself as the Group Building Coordinator
 - Attach the Group Building Process
 - Tell Facilitators that they must be familiar with their role prior to the team meeting
 - Tell Models that they must draft statements prior to the team meeting and be ready to work on them during the meeting
 - Give them the link for the Zoom meeting
 - Make sure they have your contact information for any questions

4 - 5 WEEKS OUT

- Hold Zoom meeting
 - Ensure understanding of how the process works
 - Remind them of the importance of this process and being honest and going deep because this sets the stage for them risking being vulnerable. We must model vulnerability.
 - Ensure Facilitators know their lines and how to maintain momentum
 - Have each Model practice their statements, and as a group make changes to them so that the content is deep and that the words used are succinct

2 WEEKS OUT

- Follow up with any Model who was struggling and needed more time with their statements to ensure this is done correctly

WEEKEND

- Direct a run-through of the exercise during the allotted time during the Friday Staff Meeting