

GUIDE TO FACILITATORS

Saturday, October 7, 2006

11:00 Small Table Discussion

KEY POINTS TO COVER AT THE START

- Introduce yourself as the facilitator
- Tell people that it is your job to facilitate discussion, not to lead the discussion in any particular way
- Tell them that part of your job is to make sure everyone who wants to speak has an opportunity to, and that discussion is respectful
- Tell them that it is also your job to take notes (someone from the design team may also be at your table to help take notes)
- Tell them that the table is going to work through 2 sets of questions over the next hour, the first set focuses on services, the second set focuses on the Home Building Plan
- If people would prefer to work on their own in their workbook, that's fine
- Know people probably have a lot of questions – will try and get them answered at the small table
- Any that we CAN'T answer at the table we will write down and give to the team – they will answer as many as they can tonight
- At 12:15 will be reporting to the full room – need someone from the table to volunteer to report on behalf of the table
- GET PARTICIPANTS TO INTRODUCE THEMSELVES, and to say whether they attended Tuesday
- CHECK WITH FACILITATORS at neighboring tables. Ideally want a MIX of people at each table to include:
 - People who attended Tuesday and people who DID NOT.
 - People who lived in Lafitte and people who DID NOT (LET PEOPLE FROM LAFITTE SELF-IDENTIFY, IF THEY WANT). Can tell your table that we're hoping for a mix of people at each table.

GUIDE TO USING THE TIME

Small Table Introductions 11:00 – 11:05 (5 min)

Includes consulting with neighboring tables to try and encourage mix at each table

Review of Tuesday 11:05 – 11:15 (10 min)

A. SUPPORT SERVICES 11:15 – 11:35 (20 min)

1. What are the needs of the former residents of Lafitte?
2. What is being done now, if anything, to address those needs?
3. What additional support would be helpful?
4. Are some of these needs higher priority than others? Circle the ones that are of higher priority.

WRITE KEY POINTS IN FACILITATOR WORKBOOK (FILL IN TABLE)

B. FEEDBACK ON HOME BUILDING PLAN 11:35 – 12:00 (25 min)

1. What do you LIKE about the ideas? Why?
2. What DON'T YOU LIKE about the ideas? Why?
3. Are there OTHER IDEAS you would like to see explored? If so, what are they?
4. Looking at the map, it would be helpful for the team to have an idea of where people would like to live in the future community. Use three BLUE DOTS to identify those places on the map where you would be interested in living.

WRITE KEY POINTS IN FACILITATOR WORKBOOK

ANY OTHER ADVICE?