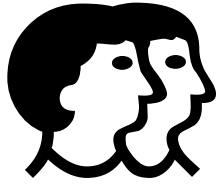




Home Team Gathering Sessions



HOME TEAM GATHERING SESSION #1: **Launch of the Learning**

(75 minutes)

Session Purpose:

- Facilitate member-member networking, and complete set-up of learning environment
- Answer questions about the IST
- Provide members an opportunity to check-in and reflect on how it has gone thus far
- Clarify the learning circle sessions and complete the sign-up for the sessions
- Invite each home team to help shape the IST event with their facilitation of either a morning opening or day's closing activity

By the end of this session, participants will be able to:

- Reflect on the plus, minuses, and interesting of their VISTA service thus far
- Explain their choices for learning circles session

Time	Steps	Resources/ Materials
	<p><u>Room Set-up:</u></p> <ul style="list-style-type: none"> ▪ <u>Set the room with:</u> <ul style="list-style-type: none"> ⇒ Round tables fanned out ⇒ Facilitator table, overhead projector, resource table, screen, extra chairs, etc. ▪ <u>Posted Newsprint:</u> <ul style="list-style-type: none"> ⇒ Working Agreements ⇒ Parking Lot ⇒ Learning Circle Sign-Up Sheets ⇒ Poster for members to map their names and the location of where they are serving in the state 	<p>Newsprint, markers, tape</p> <p>A-V equipment</p> <p>Easels and pads</p>
25 min. total	SESSION OVERVIEW & SET-UP	

Time	Steps	Resources/ Materials
10 min.	2. Welcome & Introductions. Quick go around of who's on the Home Team.	Transparency or Newsprint
4 min.	3. Home team purpose and review of session content and flow.	IST Agenda
10 min.	4. Develop working agreements.	
1 min.	5. Discuss use of parking lot and other facilitation strategies.	
30 min. total	PLUS, MINUS & INTERESTING REFLECTION	
5 min.	5. PMI Reflection set up. Invite members first to silently reflect on their individual pluses, minuses, and interestings of service thus far. After 2 minutes, invite them to work with their table group to discuss the P's, M's , and I's in turn.	
7 min.	6. Pluses (++) harvest.	
7 min.	7. Minuses (--) harvest.	
7 min.	8. Interestings (**) harvest.	
4 min.	9. Large group share.	
20 min. total	LEARNING CIRCLE SIGN-UPS	
7 min.	6. Learning circle topics review.	
3 min.	7. Sign-Up guidance.	
10 min.	8. Sign-Up process.	
14 min. total	HT ASSIGNMENT DISCUSSION & PREPARATION TIME	
2 min.	1. Assignment explanation.	
1 min.	2. Recruitment of HT leaders.	
10 min.	3. Prep time.	
1 min total	WRAP-UP AND TRANSITION TO NEXT SESSION	

*Home Team Gathering Purposes for AmeriCorps*VISTA IST Event*

1. Facilitate member-member networking, and complete set-up of Learning Environment
2. Answer questions about the IST.
3. Provide members an opportunity to check-in and reflect on how it has gone thus far.
4. Clarify the learning circle sessions and complete the sign-up for the sessions.
5. Invite each home team to help shape the IST event with their facilitation.

Facilitator: _____

Learning Circle Session: #1

Day: 1 Time: 4:00 pm to 5:30 pm

COMMUNITY READINESS & CHANGE	

COMMUNITY INTERVIEWING	

EFFECTIVE COMMUNICATION	

Facilitator: _____

Learning Circle Session: #2

Day: 2

Time:

9:00 pm to 12:00 pm

REFLECTIONS ON POWER & MOBILIZING LEADERSHIP	

ESTABLISHING COLLABORATIVE RELATIONSHIPS	

CONFLICT RESOLUTION	

Facilitator: _____

Learning Circle Session: #3

Day: 2 Time: 1:00 pm to 2:30 pm

COMMUNITY READINESS & CHANGE	

COMMUNITY INTERVIEWING	

EFFECTIVE COMMUNICATION	

Facilitator: _____

Learning Circle Session: #4

Day: 3

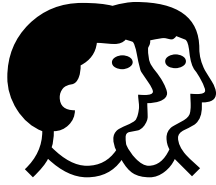
Time:

9:00 AM to 11:45 AM

REFLECTIONS ON POWER & MOBILIZING LEADERSHIP	

ESTABLISHING COLLABORATIVE RELATIONSHIPS	

CONFLICT RESOLUTION	



HOME TEAM GATHERING SESSION #2: **Carry It Forward**

(45 minutes)

Session Purpose:

- Facilitate close of IST with home team
- Support next steps planning

By the end of this session, participants will be able to:

- Clarify what they are carrying forward from the IST to their VISTA service

Time	Steps	Resources/ Materials
	<p><u>Room Set-up:</u></p> <ul style="list-style-type: none"> ▪ <u>Set the room with:</u> <ul style="list-style-type: none"> ⇒ Tables fanned in a semi-circle ⇒ Water, pens, notebooks, treats 	
5 min. total	SESSION OVERVIEW & SET-UP	
2 min.	1. Welcome back.	
2 min.	2. Session purpose, content, and flow.	
15 min. total	REVIEW OF IST HIGHLIGHTS	
7 min.	1. Ask participants to reflect back over all the activities of the IST and discuss their general pluses, minuses, and interesting for the event.	
7min.	2. Engage participants in reviewing each of the learning circle topics in turn, highlighting significant learnings, ideas that stuck out for them, etc.	
20 min. total	SHARING CONCRETE NEXT STEPS	

Time	Steps	Resources/ Materials
3 min.	1. Next Steps Planning. Ask members to complete some “next steps” thinking if they haven’t already done this. (Use action planning worksheet.)	Action Planning Worksheet
12 min.	2. Next Steps Sharing. Have members form triads and share with their partners what they have in mind in terms of “next steps” and how they will carry forward what they have learned and been exposed to at IST. (This might work even better if a few folks can be recruited to volunteer to share in the large group some of the things they are thinking of doing as a follow-up to the IST.)	
5 min.	3. Development of Support Letter for the Long Haul. Pass out note card supplies and have members draft a letter to themselves with words of encouragement and reminders of the “carry-it-forward” discussions they have just had. Let members know that in approximately 30 days, their cards will be mailed to them.	
4 min. total	APPRECIATIONS & CLOSING	
4 min.	1. Express thanks and invite members to share their appreciations.	
1 min total	WRAP-UP AND TRANSITION TO NEXT SESSION	
1 min	1. Explain that the IST closing will begin directly following a quick break in the large assembly.	
	<p><u>Note to Facilitator:</u></p> <ul style="list-style-type: none"> ▪ Certificates? 	