

ROLE of CONVENER
for
WATER DISCUSSION COURSE
OUR WATERSHED: PUGET SOUND
or
OUR WATERSHED: PACIFIC NORTHWEST

Thank you for convening a Water Discussion Course. This document provides information to assist you. You will find the courses and additional information on the Jefferson County Washington State University website:

<http://county.wsu.edu/jefferson/nrs/water/courses/Pages/default.aspx>

If you have any questions please contact the waterteam@jefferson.wsu.edu

Convening a Water Discussion Course:

The individual who convenes Our Watershed: Puget Sound or Our Watershed: Pacific Northwest is responsible for:

- Gathering a group of roughly 8 – 12 participants
- Setting the meeting dates and time
 - 7 meetings, usually 1 week apart
 - 1.5 - 2 hours per meeting
 - (Note: Larger groups need more time to ensure everyone has an opportunity to share.)
- Finding a meeting space
- Facilitating the 1st session
 - (Note: The participants will rotate the responsibility of facilitating the remaining meetings.)

Gathering the Group of Participants:

The Water Discussion Course is intended for adults. When inviting individuals to participate in the group it may be useful to share the purpose of the course, using local examples where possible:

- Provide basic knowledge about our water and watersheds here in the Puget Sound
- Raise awareness about water issues confronting watersheds and the communities within them
- Provide a structure to learn more about our specific watersheds and actions an individual can take

The participants are being asked to:

- Commit to attend 7 meetings and to contribute to the discussion
- Read roughly 20 pages of material before each session

The reading material is found online at

<http://county.wsu.edu/jefferson/nrs/water/courses/Pages/default.aspx>

Ways to reach interested individuals are to:

- Contact friends, neighbors, and coworkers directly
- Provide sign up sheets at local events
- Make presentations to organizations such as local watershed groups, neighborhood associations, and church groups

Facilitating the First Session

Prior to the first session

- Send each participant the link to the course
 - <http://county.wsu.edu/jefferson/nrs/water/courses/Pages/default.aspx>
 - Ask each participant to read the Introduction and Session 1
- Ask one of the participants to be the Opener for Session 1
 - The role of Opener is in the online Water Course Introduction

Facilitation steps specific to the start of the first meeting

- Participants briefly introduce themselves
- Agree (or not) to exchange emails or phone numbers to be used only for purposes of the course
- Create and agree to Group Discussion Guidelines such as
 - Active listening: 1 person speaks, others give full attention to speaker
 - Include everyone: permit each participant to share
 - Be respectful: speak to, not about people
 - All sharing in the sessions stays in the sessions and is not shared outside
- Sign up for the roles of Facilitator and Opener for the remaining sessions

Facilitating Session 1

- Facilitator explains the roles of facilitator and opener
 - The roles are explained in the online Water Course Introduction
- Opener presents the opening they brought to the meeting
- Facilitator asks each person to briefly respond to the Reflection Question on the first page of the session (This is an ice breaker as well as bringing the focus to the session topic.)
- Facilitator leads the group through a discussion of the session topic using the questions provided on the last page of the session as guides for discussion
- Facilitator closes the session

Additional Steps for Facilitating the Final Session

- Evaluate your experience with the Water Course
 - At the end of the session, the facilitator asks each participant to share something they learned (an “aha”) from the course
- Celebrate the conclusion of the course
 - Provide some time to share with each other and say good bys