

# BCD Group Leader Facilitator Guide

## Remember:

**Your job is not only to lead your group from one room to another but also to support them throughout the process.**

**Stay On Time! Not early, not late.**

**Make sure each new RA is the lead incident confronter at least once during the low (Level 1) and once during the high (Level 2) sections.**

## Intro Session (15 minutes)

From 8:30am-8:45 am you will gather your new RA group members, do introductions and confirm if anyone was a mid-year hire RA. You should also ask if anyone has any specific triggers they are comfortable sharing. This will help you assign new RAs to rooms appropriately.

Read the following to your group:

*Welcome to Behind Closed Doors. This is a role-playing simulation. Don't be nervous! This will be the most active and, many RAs say, the most helpful part of training. This is a safe space to make mistakes. Take all the information you have learned over the past few days, and for those of you that are 1 semester RAs, that you have learned over the past few months and practice!*

*The morning will consist of 'lower level' incidents that are both common and frequent. The afternoon will be made up of what we call 'high level' which are either infrequent, more crisis oriented, or have multiple policy and priority issues within the same situation.*

*As we said earlier, this is the place to make mistakes and this is the place to get feedback. After you complete your situation, the rest of your group, your group leader, the in-room facilitator, and the actors will sit down and talk about it. The actors will give you feedback and information from their own experiences in similar situations. The in-room facilitator will give you tips and tricks and lead the group in some processing questions so you can think about what went well and what could have gone better. Ask questions. Give input.*

*Don't be nervous. You will all do great. We wouldn't have hired you if we didn't think you could do this. Good luck and have fun with it.*

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Flip over →

At this time, take a minute to talk through the fears and nerves of your group.

Reassure them that this is practice and that mistakes will happen but it is better for them to make them in BCDs with the support of returning RAs and professional staff to give feedback, advice, and suggestions.

Explain that your job is to support them and for them to also support each other.

Go over how BCDs will work: that you will go up to a room, you as the group leader will choose an RA for the room, the whole group will read the situation on the door and then the scenario will begin.

Explain that you all need to be able to see the scenario so this may mean, group members who are not confronting will move into the room and sit or stand on the side and should disrupt the situation as little as possible.

**Make sure you are at your first room and ready to being by 8:45am. Please start promptly.**

Reminder:

As you go, please make sure you are completing the comment feedback sheet for each person. You should not be writing a massive amount of notes during the session or in between sessions but you should write feedback. Focus particularly on the growth of the new RA throughout the situations they handled and areas where their supervisor may need to continue to work with them. YOU ARE NOT GRADING THEM. This is just meant to be feedback for the supervisor and the RA. Please also write if anything happened during the incident (over-acting, triggering, or other issues) where a supervisor may need to follow up with any of the new RAs to ensure they are ok.

At the end of the day, all of these forms need to be given to the Professional Staff Member near the main exit responsible for collecting them prior to you leaving.