

Participant Workbook

Organising and Managing Groups Module 2

Welcome & Introduction

Welcome to Module 2 of Peer Facilitation Training for Seniors from Multicultural Backgrounds. This workbook will help you engage with the training content and reflect on your learning.

Your Name: _____

Your Expectations for Today:

Learning Objectives

By the end of this module, you will:

- Understand group dynamics and stages of group development.
- Identify common roles in a group and how to manage them.
- Learn safety and wellbeing considerations for group facilitation.
- Plan and organise group activities using co-design.
- Practice self-care as a peer facilitator.

Reflection: What do you hope to learn today?

Icebreaker Activity

Introduce yourself and share your thoughts on group dynamics and their impact. Write your reflections below:

Understanding Group Dynamics

Stages of Group Development:

- Forming
- Storming
- Norming
- Performing
- Adjourning

Reflection: Which stage do you think your group is in?

Common Roles in a Group

- Task-oriented roles
- Maintenance roles
- Individual-centered roles

Reflection: Which roles help the group? Which roles create challenges?

Safety and Wellbeing

List three things you can do to ensure physical and emotional safety in your group:

1. _____
2. _____
3. _____

Planning Activities (Co-design)

Write down three activity ideas suggested by your group:

1. _____
2. _____
3. _____

Reflection: How will you prioritise these ideas?

Turning Ideas into Action

Consider feasibility, cost, risks, and volunteer needs. Write your plan below:

Guest Speakers

List potential guest speakers and what they need:

1. _____
2. _____
3. _____

Group Preparation Checklist

- Book venue
- Arrange resources
- Send invitations
- Arrange catering
- Send reminders

Self-Care

Reflection: What will you do to look after yourself as a facilitator?

Wrap-Up & Key Takeaways

Summarise what you learned today:

1. _____
2. _____
3. _____

Evaluation

Please share your feedback on the training