

HOW TO FACILITATE

the SCS Mental Health episode

ONLINE

We recognise the need for access to quality mental health resources in this season, and so we are happy to provide suggested guidelines for conducting this stand alone special edition of the Spiritual Care Series course online. When face to face group facilitation is not possible, this option allows you to facilitate the group discussion elements of the course via an online platform of your choosing.

PLAN - SCHEDULE - EXECUTE

Purchase the mental health episode using [HTN's online order form](#): Upon receipt of the written materials, familiarise yourself with the contents of the facilitators guide and participant workbook.



Determine your dates: You will need to schedule four group sessions of 60 minutes each. Choosing the same day and time each week may be a helpful rhythm. Participants will also be required to review the video content and complete workbook activities in advance of each of the group sessions.

Choose an online platform for the group sessions: There are many online tools for meeting together as a group. To learn about how to set up an online meeting, visit: [Zoom](#), [Skype](#), [FaceTime](#), [Google Hangouts](#), or [Facebook Messenger](#). Send all participants an invitation to the group sessions using your preferred online meeting platform.



Send all participants the complete schedule you have chosen for completing the episode: Include the link and password to the video part 1. Ask all participants to view the first video and complete the questions on pages 4, 5, 6 & 7 of the workbook in advance of your first group session. Note: advise participants to complete all the questions individually and to ignore the workbook instructions to complete some of the questions in pairs.

Conduct your first online group session: Use the 60 minutes allocated for the group to share their answers on pages 5, 6 & 7 of the workbook. At the end of this discussion, advise participants to complete off line the personal reflection questions on page 9 of the workbook. Close this first group session.



In advance of the second online group session: Send all participants the link to the video part 2. Ask all participants to view the second video and complete the questions on pages 10 & 11 of the workbook in advance of your next group session.

Conduct your second online group session: Use the 60 minutes allocated for the group to share their answers on pages 10 & 11 of the workbook. At the end of this discussion, break the participants into pairs and ask each of the pairs to connect before the next group session to complete the pairs activity on page 12 of the workbook. Close this second group session. Note: participants can meet in pairs in whatever way works best for each pair, eg. phone, Skype, Zoom, FaceTime, in person with social distancing, etc.

In advance of the third online group session: Send all participants the link to the video part 3. Ask all participants to view the third video and complete the questions on page 13 of the workbook and complete the individual activity on pages 14 & 15 of the workbook. Both of these exercises are to be completed in advance of your next group session.

Conduct your third online group session: Use the 60 minutes allocated for the group to share their answers and insights from the questions and activities on pages 13, 14 & 15 of the workbook. Close this third group session.

In advance of the fourth and final online group session: Send all participants the link to the video part 4. Ask all participants to view the final video and complete the questions on pages 16 & 17 of the workbook and to meet again in their pairs to complete the pairs activity on pages 18 & 19 of the workbook. Both of these exercises are to be completed in advance of your final group session.

Conduct your final online group session: Use the 60 minutes allocated for the group to share their answers and insights from the questions and activities on pages 16 -19 of the workbook. At the conclusion of this final session ask the participants to complete the personal reflection activity on page 20 off line and encourage participants to take the test to receive a certificate of achievement. Close this final group session.