



## How to facilitate break-out groups in the launch party

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The purpose of being a facilitator is to make sure everyone feels safe enough to speak and they are listened to. The main ways are to:

- Sit in a circle with 8-10 people (a “break out group”)
- People speak in turn going around the circle without being interrupted ( a “go round”)
- There is a specific thing for them to talk about and they know they have a limited amount of time to speak (no speeches!)

In the break groups after the speeches during the Launch party the idea to split into break out groups and:

1. To tell people about they can be in their campaign to support the candidate - by having a series of peoples assemblies/forums in their ward (a local area of about 5000-1000 people).
2. To have people sign up to specific group activities to promote the campaign - eg door knocking, leafleting.

So did is what you say:

*“Okay hi everyone - thanks so much for coming to the launch party - it’s pretty good yeah. So you heard a bit about how this campaign is going to work - it is going to be bottom up - the idea of what next to change comes up through the community and our candidate will support what the people of this area want.*

*So I am just going to go through it again - how all this works. So everyone is clear and we can support it.*

*We are going to hold a series of big get togethers - what are called peoples forums or assemblies. What happens is that people meet up, have something to eat and then split into small groups like this one. First they spend about half an hour going round the circle with each person saying a few things they like about the locality and some things that are not good. Then people come back together to share what has been said. Then in the second half they discuss what is going wrong - whether locally or nationally or internationally and what they would like their community candidate to do about it - what issues they should talk about and what policies they should support. Then people bring the ideas together and altogether they choose 5 things we want our candidate to support.*

*Then at a later date there will be a big open event when everyone for the constituency will get to come and discuss all these proposals and policies and jointly select 5 key ones for our candidate to promote - that will be the programme they will stand on.*

*So there is going to be a peoples forum/assembly in each ward and we are going to have one in this ward - it will be at xxxxx on the xxxx at xxxx (venue date and time). Everyone I is choosing from a bunch of things you can do to ask people to come and have their say.*

*Okay so the first thing is obviously to come to the assembly yourself and bring a friend - everyone can do that yeah.*

*Then there are going to be a bunch of sessions where we are speaking to people along the streets of our area - to let people know they can help decide what their own community candidate is going to stand on - someone who is "not them" - the conventional politician and all that. So that is speaking with people on the doorstep. That is the first thing.*

*Then you can do a stall or voting board on the market street - in a busy shopping area. We do a thing where you can vote for Keir Starmer or Rishi Sunak ... or a potato - its really a bit of laugh and people love it - they put a sticker on one of the three pictures and you know which one they go for - and then you can have a chat with them and ask them to have their say in the forum/assembly. You can get to speak to hundreds of people - it is a really good thing to do.*

*Then you can go round the shops churches community centre pubs and give speak to them about how the event - and give them leaflets and a poster to put in their window - all that sort of thing*

*Then you can help to contact all the community groups and sport clubs and church and mosque groups and ask them to come along - you say "look we want people in your group to be represented" it is so important for you to come along,*

*Lastly you can speak to the local media - and put things on local social media - like neighbourhood facebook groups.*

*Okay the choices are - doorknocking, stall/voting boards, posters, community groups, social media stuff.*

*But before commit to things to do- we don't have loads of time - but if there are question about anything that is not clear then you can ask now  
(limit this to five minutes and if there are more questions or more general questions then say that you can speak to them after the break out group - or pass them onto someone who has the answer to their general/political question if you are not sure of the answer)*

*Okay so all the options are written down on the sheet I am passing around  
(only do it at this stage so people don't get distracted by it while you are talking)*

*(Then ask someone to start you if you think will start the go round on a positive note and say.)  
So if you would like to start - if you can say your name and say why you are interested in supporting the campaign. Then if you can say which of these things you would like to do - from the sheet that would be great.*

(the person starts to speak and you listen - after they have finished speaking then you go.)  
*So I am passing you the clipboard and pen. Could you fill in the details on the sheet you have - of what you want to do that would be great”...*  
*And so (looking at the next person) could you say your name - why you support the campaign and what you would like to do... thanks”*

(And then you continue around the circle - passing the pen and clipboard to each person as they have said what they want to do. Tell people they will get an email/call to confirm the times and days of the sessions they are going to do. Thank everyone at the end and suggest they can hang around at the end/have drink/ go to the pub - whatever is the deal after the Launch party)

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### **After the go round**

It is crucial that you collect all the sheets and pass them to the campaign coordinator/facilitator for your ward who will input them on the system.

Alternatively if you have tablets or laptops people can fill in their details on the laptop. In this case have a minimum of two of them as it takes some people a longer time to fill them in and they may need help. So if you have two you can move quicker around the circle.