

Anchorage Youth Development Coalition

**Second Order Change Professional Learning Series  
Facilitator Preparation Course (Training of Trainers/ToT)**

**July 2020 via Distance Learning | Call for Applications**

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**Overview**

AYDC invites applications for the Facilitator Preparation Course in July 2020! The purpose of this course is to prepare facilitators to lead the [AYDC Second Order Change series](#). The 24-hour course will be provided via distance learning over the course of 4 weeks.

This course has been thoughtfully designed to support participants in their learning and adequately prepare them to facilitate the series successfully. Based on the content and design of this course, there are pre-requisite skills and experience to participate. Participants who meet the Certification Requirements at the end of the course will become Certified Facilitators.

We encourage you to consider applying, using the instructions at the end of this document. Please contact [ciara@safealaskans.org](mailto:ciara@safealaskans.org) with questions and for support on your application.



**Timeline for Applications**

Thursday, May 14, 2020	Applications open
<b>Thursday, June 18, 2020, 5 pm</b>	<b>Latest date to apply.</b> Applications will be reviewed and participants selected on a rolling basis. Though we do not expect to reach capacity (due to the size of the pool of SOC alumni), participation will be capped at 20 people.
Thursday, June 25, 2020	Participants will be notified upon selection, and no later than this date.
Thursday, July 2, 2020	Payment due



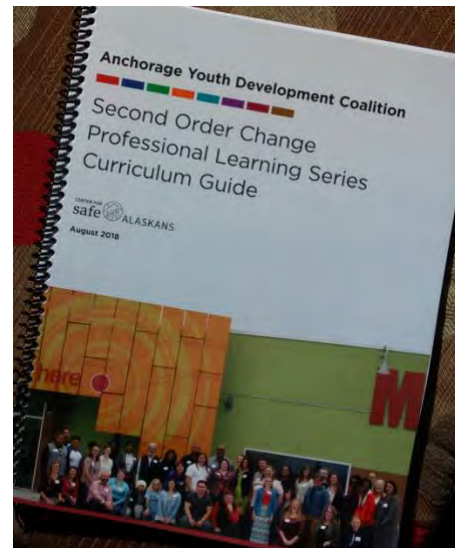
## Benefits of Participating

Become more deeply involved in this exciting professional learning opportunity and community. AYDC Second Order Change (SOC) has reached almost 200 staff from 20 organizations and counting—in Anchorage, and beyond, including a year-long ToT for Communities in Schools of Atlanta, Georgia.

AYDC SOC has been featured on the local, state, and international stage, including through articles in places like Youth Today, webinars sponsored by leaders in the field such as The Forum for Youth Investment, and at prestigious conferences including American Education Research Association, Ready by 21, and Collaborative for Social and Emotional Learning (CASEL) convenings.

As a participant in the Facilitator Preparation Course you will receive:

- High quality instruction and modeling from an experienced facilitator. (The July 2020 course will be led by locally-based expert in the field, Ann McKay Bryson!).
- Individualized support and coaching during the course.
- Engagement and collaborative learning with other course participants.
- Resources for your toolkit of supports for staff, in order to build well-being for them and the youth they serve.
- Opportunity to become a Certified Facilitator and facilitate the AYDC SOC Series for others.
- Access to the AYDC SOC Series Curriculum Guide with agendas and materials.
- Three printed copies of the SEL Reflection Deck, and opportunity to purchase additional decks.
- Access to future updates on curriculum improvements and connection to other facilitators.



## Course Objectives

The objectives of the course include supporting participants to:

- Demonstrate thorough and nuanced understanding of all aspects of the curriculum content, e.g.: Social and Emotional Learning (SEL) Competencies and Related Skills; Emotional Intelligence; Embracing Resistance; Culturally Responsive Practices; Coaching and Communication Skills including Active Listening; Wellness and Healing-centered Engagement; and Mindfulness Practices.



- Explain the purpose of the AYDC SOC series and how it applies to youth-serving agencies, including clearly articulate connections between SOC and their own work context.
- Describe the Key Components of SOC and the purpose of each as it relates to program design and adult learning, including the purpose and value of collaboratively created Working Agreements, use of the SEL 3 Signature Practices, and how to make thoughtful decisions for incorporating these into facilitation.
- Demonstrate effective facilitation skills that reflect understanding of adult learning theory; describe and skillfully demonstrate the 7 Core SOC Facilitation practices.

## Participation Requirements

- **AYDC SOC Alumnus:**

- Completed AYDC SOC professional learning series as a participant 2016-2020.

- **Pre-Requisite Skills and Experience:**

- Express strong interest in preparing for and facilitating SOC curriculum.
- Demonstrate understanding of the connections between the purpose, content and process of the AYDC Second Order Change series; connect with own work context.
- Recently engaged in professional learning opportunities related to own personal development of emotional intelligence (EI) and SEL skills and mindsets.
- Previous experience with providing training or/and facilitation of related programs, materials, audiences.



- **Employment:**

- For this July 2020 course offering, you must be an employee of an organization that serves Anchorage youth. If you work elsewhere, we may be able to offer an alternative arrangement. Please contact [ciara@safealaskans.org](mailto:ciara@safealaskans.org).

- **Technology Capabilities:**

- Computer with ability to use [Zoom](#), including sharing your live audio and video
- Ability to record and send video from a mobile device or computer
- Ability to complete and submit assignments electronically

- **Course Fee:** Grant funding makes it possible for AYDC to offer this professional development opportunity at modest cost to participants. There is a \$200 fee to



participate, or \$150 for staff of 2020 AYDC contributing member organizations. Learn more about becoming a member of AYDC at [www.aydc.org/become-a-member](http://www.aydc.org/become-a-member)

## Course Schedule

**Mark your calendar** for the live sessions below, as well as blocking out time to complete the assignments each week.

- **Assignments:** Submit assignments electronically. We recommend calendaring approximately 3 hours to complete the assignments each week sometime between Thursday and Tuesday.
- **Live sessions:** Held via Zoom videoconference. Sessions open at 8:45am and begin promptly at 9am.

What	Day	Date	Time
<b>Week 1</b>			
Assignments	Tuesday	July 7, 2020	Due by 5:00pm
Live Session	Thursday	July 9, 2020	9:00am-12:00pm
<b>Week 2</b>			
Assignments	Tuesday	July 14, 2020	Due by 5:00pm
Live Session	Thursday	July 16, 2020	9:00am-12:00pm
<b>Week 3</b>			
Assignments	Tuesday	July 21, 2020	Due by 5:00pm
Live Session	Thursday	July 23, 2020	9:00am-12:00pm
<b>Week 4</b>			
Assignments	Tuesday	July 28, 2020	Due at 5:00pm
Live Session	Thursday	July 30, 2020	9:00am-12:00pm

## Certification Requirements

In order to become a Certified Facilitator for the AYDC Second Order Change Professional Learning Series, participants must meet the following requirements. If a participant does not meet the requirements, they may request a certificate of participation for course hours completed.

- Complete **ALL** 24 hours of coursework by the conclusion of the course, including:
  - 12 hours synchronous (live videoconference); and
  - 12 hours asynchronous (approximate time needed - assignments on your own). See schedule above.
- By the completion of the course, demonstrate the following competencies:
  - Articulate highly developed understanding of the curriculum content, on the macro level (big picture) and the micro level (activities, strategies).
  - Understanding of adult learning theory and draws connections to curriculum design.
  - Demonstrate ability and desire to facilitate with structural fidelity the curriculum as designed.



- Describe a variety of strategies and approaches to anticipated challenging facilitation situations.
  - Develop personalized stories and work-related anecdotes that fit appropriately to contextualize curriculum.
  - Demonstrate confidence and competence with group facilitation.
- Sign the Certified Facilitator agreement, including requirements for use of the SOC professional learning series and associated materials.

## Application Instructions

Please submit the following via email as a PDF attachment to [ciara@safealaskans.org](mailto:ciara@safealaskans.org). Application deadline and other key dates are provided at the beginning of this document.

- **Recommendation letter** from supervisor or approved equivalent delineating demonstrated related skillsets, experience, **and** applicant’s availability to facilitate the course for their organization following certification.
- **Current resume or CV.**
- **Written responses** to the following questions. Provide in one document, with a total of no more than 500 words (approximately 1 page) for all questions combined. Number your responses to correspond with the question numbers below.
  1. Please describe your interest in preparing for and facilitating the SOC curriculum.
  2. Describe the connection between the purpose (e.g. intended impacts), content (e.g. topics, ideas), and process (e.g. activities, strategies) of the AYDC Second Order Change series, and give an example of how that connects with your work.
  3. Summarize your recent engagement in professional learning opportunities related to supporting your own personal development in emotional intelligence and/or SEL skills and mindsets
  4. Previous experience with providing training or/and facilitation of related programs, materials, audiences.

## Selection Criteria

Applications will be reviewed and participants selected based on the following criteria:

- Application is complete, including all required components
- Applicant attests to their ability to meet the Participation Requirements (described above)
- Applicant possesses the Pre-Requisite Skills and Experience (described in the Participation Requirements above) as demonstrated in their written question responses and the recommendation letter they submit.

