

Family Café Host Instructions

1	Introduce yourself	
2	Ask parents and guests to introduce themselves and say where they are from.	
3	Tell guests to keep these things in mind:	<ul style="list-style-type: none"> • There is no right or wrong answer – we are all experts in our own experiences. • Nobody is judging you. • When others are speaking, do not give advice, just be a supportive listener.
4	Encourage everyone to use the markers and paper on the table to write, draw or connect or record key ideas that come up.	
5	Ask you table's questions out loud.	
6	Wait a minute, if no one jumps in, briefly share some of our own reflections, or what it means to you.	
7	To encourage conversation, try:	<ul style="list-style-type: none"> • Be patient and comfortable with silence. • Remember your body language – lean in, make eye contact, not to acknowledge contributions. • Engage both the head and the heart. • Get each person to go deeper and reflect on the question through their own experiences and understanding. • Ask them how they feel about what was said. • Ask what a specific word from the questions mean, for example from Café 1 – What does it mean to be strong? What does it mean to be flexible? • Ask questions to help them go deeper, for example from Café 1 – How do we know if we're strong and flexible? Or what have realized about getting support as a parent from friends, neighbors or other parents? • Don't direct or control the conversation – for example, don't go around the table and ask each person to speak – lets them speak as they want, invite anyone to share but don't force. • Share your own understanding of the question – what come up for you and your family.
8	When the facilitator raises a hand:	<ul style="list-style-type: none"> • End the conversation at your table • During the group reflection, wait for parents to share. If they don't, then share key ideas or reflections discussed at your table.
9	When group reflection ends, stay at your table and:	<ul style="list-style-type: none"> • Thank everyone and inform them it is time to move to a new table. • Explain they should sit with new people; Spouses and friends should try to sit at a different table.
10	When new group arrives, introduce yourself and say where you are from.	
11	Start the process again, beginning at step 2.	
12	After the third rotation, turn your group's attention to the facilitator for the closing activity.	