



Facilitator Roles and Responsibilities

ROLE OF FACILITATOR:

A facilitator is part of a network of volunteers who conduct Hoosier Riverwatch (HRW), Project WET (WET), Project WILD (WILD), or related workshops – though being a part of this network involves more than conducting a workshop once a year. Facilitators commit to teaching about Indiana’s fish and wildlife, their habitat and management. Regardless of the audience – park visitors, interested citizens, Scouts, teachers, university science methods students, etc. – the ultimate goal of the programs is to teach about and inspire active engagement in our natural resources. Facilitators commit to their own ongoing professional development by attending the annual retreat, webinars, and reading and responding to E-mails in a timely manner. Facilitators commit to interacting with other facilitators in the network to share ideas, offer tips and collaborate on workshops.

Facilitators are local contacts for the community, schools, youth organizations, etc. that need information on our programs, want to attend a workshop or need help afterwards. For this reason, we need facilitators located in all areas of the state.

Finally, being a HRW/WET/WILD facilitator means that you are not really a teacher or a leader. A facilitator serves as a guide, helping workshop participants gain a better understanding of the HRW/WET/WILD programs, their uses, and potential impact on the public's environmental/conservation awareness and understanding. Facilitators will help participants make their own observations, interpretations, and conclusions about HRW/WET/WILD, and assist them in discovering the potential these programs hold for them. Facilitators must put their biases and interests aside. This is particularly difficult since many of the issues we talk about and many of the activities we work with touch important and often controversial aspects in our own lives.

FACILITATORS WILL:

- Have an understanding of life science concepts, with an emphasis on water and/or wildlife related topics.
- Have speaking and teaching skills adequate to conduct an active, interesting workshop.
- Have the time, motivation, and enthusiasm to organize and conduct workshops in their area.
- Plan and conduct at least one (1) HRW or WET or WILD (or related) workshop per year according to the guidelines of the program, or participate in at least one outreach event approved by the State Coordinator (field day, presentation, exhibit, etc.).
- Represent, in a professional manner, the objectives of the HRW/WET/WILD programs.
- Accept and communicate the messages of the Indiana Department of Natural Resources, Division of Fish and Wildlife as outlined in the *Core Concepts* document.
- (WET/WILD only) Understand the educational system well enough to work through proper channels to assist educators in integrating the Project WET/Project WILD materials into their curriculum.

- Attend the annual facilitator retreat and participate in other ongoing professional development, including webinar trainings, small group trainings, etc
- Conduct presentations for groups to explain HRW/WET/WILD and to promote workshops.
- Promote HRW/WET/WILD and related workshops by contacting schools, youth organizations, environmental/conservation organizations, camps, nature centers, parks and recreation organizations, zoos, news media, water-related organizations, etc.
- Complete the paperwork necessary to administer and evaluate the HRW/WET/WILD programs.
- Forward information on local events or developments in HRW/WET/WILD programs to the State Coordinator(s).
- Agree to periodic observational review by HRW/WET/WILD State Coordinator.
- Adhere to the Workshop Guidelines for each program.
- Be able to send and receive communications via email.

SELECTION AND CERTIFICATION:

- All facilitators must attend a basic workshop in the program they are receiving training for (must be approved by HRW/WET/WILD Coordinator).
- All facilitators will be identified, trained, and certified by the HRW/WET/WILD State Coordinator. The State Coordinator will invite qualified individuals to become facilitators or interested individuals may apply.
- All facilitators will be asked to fill out a short application form to provide background and contact information.
- (Riverwatch only) Facilitators must have water quality monitoring experience using Riverwatch equipment and procedures (at least one year of experience is preferred) and must have submitted at least one data set to the Riverwatch online database at www.HoosierRiverwatch.com.
- Potential facilitators will be required to attend a facilitator training session. During the training, facilitators will learn the history and objectives of the programs, learn to conduct workshops, and explore methods of assisting teachers and resource personnel in using the materials.
- Once a facilitator has been through this training, he or she may be ready to conduct HRW/WET/WILD workshops or may be asked to co-facilitate for more experience.