Best Practices Guidelines for AVP Workshops

Over the last 50 years AVP facilitators have developed (and documented to share) the principles and practices for the delivery of quality AVP core workshops. Until recent years, these workshops and the practices have been fairly consistent in their delivery. But with on-line workshops and other variations in delivery, we believe clarification of best practices is essential to **AVP Program Integrity.**

- ➢ AVP Facilitators are recommended follow the AVP Core Values so AVP Core workshops remain consistent, recognizable, and replicable.
- ➢ The AVP community is expected to recognize the differences between on-line and in-person workshops: the benefits and challenges of both.
- ➢ In-person Workshops and On-line Workshops are both valuable experiences, but they are not interchangeable. One must experience "on-line" and learn on-line facilitation techniques just as one must experience "in-person" workshops to be able to facilitate them in-person/on-ground.

What is a "Core" AVP Workshop?

Best Practice principles are the same for whether the workshop is delivered in person or on-line.

- ➢ Core workshops follow the workshop format as laid out from the earliest AVP workshops and in the subsequent AVP Basic, Advanced, and Training for Facilitator (T4F) manuals. (See AVPI blue library for manual examples.)
- ➢ Core workshops are delivered over a time period of 18-22 hours. Any less, and essential exercises are not adequately completed, the AVP process is lessened and participants do not receive the full impact of the AVP workshop experience.
- ➢ Core workshops embrace the Core Values. (See AVP Core Values.)
- ➢ Core workshops are delivered in the order and sequence: Basic, Advanced.
  - ♦ T4F is not a third step in this sequence.
  - ♦ Once a person has completed a Core Basic and a Core Advanced, they may indicate their willingness and desire to become an apprentice facilitator.
  - ♦ Their request will be reviewed by the facilitation community they will be working with.
  - ♦ It is essential that facilitation communities evaluate the readiness of each apprenticeship applicant: Are they ready and willing to live the AVP Core Values?
- ➢ The AVP Basic Core workshop follows the Basic agenda guidelines as laid out in the Basic manual.
- ➢ The AVP Advanced Core workshop follows the Advanced agenda guidelines as laid out in the Advanced manual and contains a consensus process to determine topics for each Core Advanced workshop. Although Advanced workshops where specialized topics have been pre-selected for the workshop can be valuable AVP experiences, they do not replace the Core Advanced workshop. Experiencing the process of Consensus in an AVP Core Advanced workshop is essential before being trained as an AVP Apprentice Facilitator.

- ➢ All AVP Facilitators must have completed these three Core Workshop trainings before they become an Apprentice Facilitator.
- ➢ Core workshops can be delivered in a variety of formats. The original 3 day format is standard. But these workshops can be broken down by session and delivered over a variety of time configurations as long as the total length is 18-22 hours.
- ➢ Core workshops where sessions are delivered across extended days or weeks may require additional time to bring the group back together to establish safety and community.

How does a Core Workshop differ from other AVP Workshops?

These workshops and sessions vary widely in scope and delivery. They may or may not be considered "Core" or even an "AVP Workshop." (Check with best practices documents: Core Values, Is What You Are Doing An AVP Workshop?, and AVP Guest/Visitor Guides for more detailed guidance.)

AVP Specialized Topic Workshops
- ➢ Specialized Topics workshops are when a topic is chosen for the Advanced workshop, prior to the workshop. Although this is not considered to be a "Core AVP Workshop," it is a full AVP workshop experience as long as it:
    - ♦ Follows the Core Values
    - ♦ It is delivered in an 18-22 hour format.
- ➢ These workshops are known as "AVP Specialized Topic Advanced Workshops" and are usually delivered to participants who have already completed a Core Basic and a Core Advanced workshop.

AVP Taster Sessions
- ➢ Taster sessions are not AVP workshops.
- ➢ Taster sessions give the participants an idea about what AVP workshops are about.
- ➢ Taster sessions can vary in length (2-8 hours usually) but they are generally much shorter than a Core workshop.
- ➢ Taster sessions follow less AVP Core Values in their structure and should not be advertised as an AVP Workshop. They are an introduction to AVP at most.

AVP On-line Workshops
- ➢ On-line AVP Core workshops are similar, but not exactly the same as In-person AVP Core workshops.
- ➢ On-line AVP Core workshops that follow the AVP Core Values and are 18-22 hours in total length and structure are considered to be AVP Core Workshops. (More hours may be required if the workshop sessions are broken into sessions of 2 hours or less since adequate time to facilitate key exercises may be compromised by these time constraints.)
- ➢ On-line AVP Core workshops adhere to the On-line safety guidelines and special On-line Community Agreements, to protect AVP workshop Integrity and the integrity of its processes.
- ➢ On-line AVP workshops are valuable in bringing together participants: with mobility issues, across distances, and often across language differences.
- ➢ On-line AVP workshops are far more economical to run but may be less economically feasible for low income groups who do not have access to required technology. On-line workshops are most effective when each participant uses a computer device with sound internet access and good screen and microphone qualities.

> ➤ On-line AVP workshops, where sessions are delivered across extended days or weeks may require additional time to bring the group back together to establish safety and community.

AVP On-line Sessions
> ➤ On-line Sessions are not AVP workshops and should not give participants the impression that they have completed an AVP workshop by attending one or several sessions.
> ➤ On-line Sessions are AVP influenced and usually use AVP materials or structure.
> ➤ On-line Sessions often focus on specialized topics.
> ➤ On-line Sessions are much shorter than Core on-line workshops.

How do we create a Safe On-line AVP Workshop Environment?
> ➤ All workshop facilitators and participants must have cameras and audio "ON" during the entire workshop. This builds community and helps facilitators to monitor vibes of the group and identify any triggering or other safety concerns.
> ➤ Just as we have no observers in regular AVP workshops, there should never be observers lurking in the background of an on-line workshop. This builds trust.
> ➤ When facilitating "pair exercises" such as "Concentric Circles" or "Affirmation Pairs" on-line, place participants in groups of 3. This prevents any bullying or misbehavior in breakout rooms.
> ➤ On-line programs require more attention to planning "wiggles" or movement (about every half hour) to increase physical comfort of participants.
> ➤ "Closed Clinics" are used by facilitators to resolve problems as they arise in a workshop. Clinics can also be used in on-line workshops by forming a group text or group WhatsApp group prior to the workshop. This allows the group to communicate and deal with any issues that may arise, in a safe space where participants are not present.

On-line AVP Workshop Community Agreements (in addition to regular community agreements)
> ➤ Each participant uses their own device, computers are not shared between participants. Sharing devices makes it impossible to randomly place participants in breakout sessions.
> ➤ Monitors are "on" throughout the workshop. Facilitators must do their best to observe any body language of participants that might indicate signs of trauma.
> ➤ Participants find a location that will be a quiet environment for them to participate in. Background noise is confusing, distracting, and annoying for the entire workshop group. Audio is left on through the workshop to ensure full participation and a full AVP experience for each participant.

We encourage facilitators to share this information and your ideas about how we can continue to improve AVP workshops and processes.