

Guidelines for the facilitators: Session 1

The steps & some tips

Materials needed

- Computer
- Whiteboard/flipchart
- Paper
- Pens, (coloured) pencils
- Document with 8 thematic areas of EGD printed (see Annex)
- Prompts for debate if needed (see Annex)
- Example of conflict mapping (see Annex)

Preparation for the whole workshop

- Communicate the workshop: by email, social media posts, other online publications.
- Decide if you will have a participants registration list online prior to the workshop. There, you can ask for their name, age, status, email.
- Book a venue with Wi-fi connection.
- Check the venue - it has to be appropriate for larger groups of participants.
- Buy the stationery/materials - paper, pens, pencils, etc.
- Send a reminder about the workshop a day or more before the workshop.
- Print out the participants lists.
- Prepare the necessary materials and have them printed out in order for the group work/debate/conflict mapping to be carried out smoothly.
- Be prepared to answer questions regarding the EGD and explain certain concepts, as well as to explain the process of conflict mapping with the help of an example provided (see Annex).

Workshop steps

1. Start with **welcoming** your participants. Introduce yourself, where you come from (your organization), and what this session is about in a few words. Quick presentation of the Green Activism project and its objectives. Present the outline of the workshop to the participants, so they know what to anticipate.
2. Make sure that before you start with your workshop, you use a light-hearted strategy to foster connections between the participants. You can choose between various icebreakers.
3. Write **(European) Green Deal** on the whiteboard/flip chart, etc. Then invite participants to come to the board and write down their associations with the phrase. The knowledge of the topic will, of course, differ from participant to participant. Based on the answers, you can encourage that *a discussion* takes place, and the participants have the chance to *elaborate* on their answers and the answers of others.
4. Sum up the main points and give *a short presentation* on the **European Green Deal and its eight thematic areas**.
5. The facilitator then gives instructions for **group work with the jigsaw method**.
6. End the jigsaw session with a pre-prepared quiz on the platform of your choice (Quizziz, Kahoot...).
7. Give instructions for the **debate format**. Divide participants into groups and give them enough time to prepare. Make sure that you give your participants support and help during their time of preparation. Some may be new to the topic and might need some help or guidance on how to for opposing or proposing arguments.
8. Explain the logic behind **conflict mapping** – give simple examples of a conflict, draw the map on the board, show participants a video, etc. Then divide participants into groups and assign them a topic about 8 EGD policy areas. As a facilitator, help the groups and give suggestions. After some time, moderate the presentations of conflict maps.
9. Provide a summary of the main points of the workshop. It's beneficial to hold a short discussion on the effectiveness of the workshop. Take time to recognize contributions, suggestions, recommendations, and critiques. Let participants know how they can continue their learning and follow up if they have questions. If you have a feedback form prepared, let the participants fill it out.