

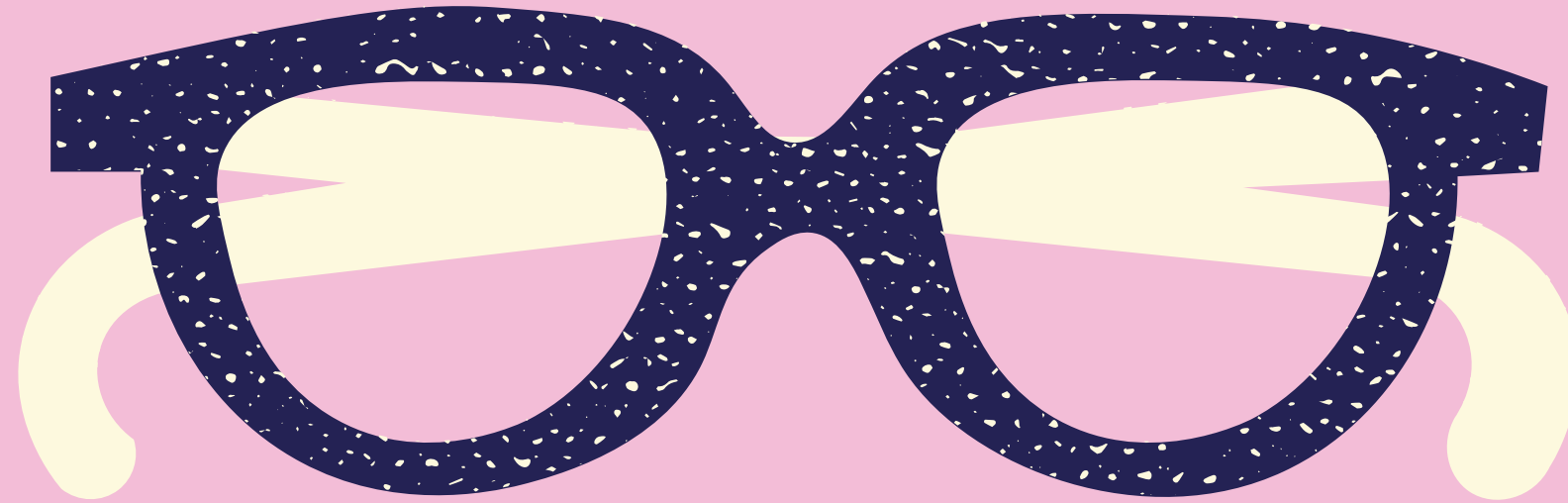


The Gatehouse

New to Online Meetings?



TIPS FOR PROGRAM PARTICIPANTS
to enhance Peer Support Group Meetings!



Get properly dressed.

Look presentable. No, you don't need a suit for this!
Make sure if you are wearing a graphic tee it doesn't have anything offensive on it!
Think of what you will wear if this was an in-person Gatehouse meeting.

Enjoy the fact that your peers won't see what you're wearing
waist down. Stay in your comfortable bottoms and slippers if you like.

This online environment is an extension of The Gatehouse safe spaces for adult
survivors.

Check if your systems are working.



Zoom App: We use Zoom meetings. Is your Zoom online meeting app loading well?

Internet Connection: Are you connected to the internet using ETHERNET wire or Wi-Fi? Zoom sometimes has issues when on wi-fi! Wired connections are best for Zoom. Have your mobile data internet ready in case your current connection weakens. You can download the Zoom app on your smart phone. The Zoom app is FREE.

Is your audio system working? It's important to hear your peers speak and that they hear you clearly as well. If your video works on your computer, but your audio doesn't; The facilitator may provide you with the call in number to the meeting. Remember, our house rules require everyone to have their camera on.

Still experiencing issues? Set up a time to meet with one of our placement students or staff to test out your technology to make sure it all works before you join a group.



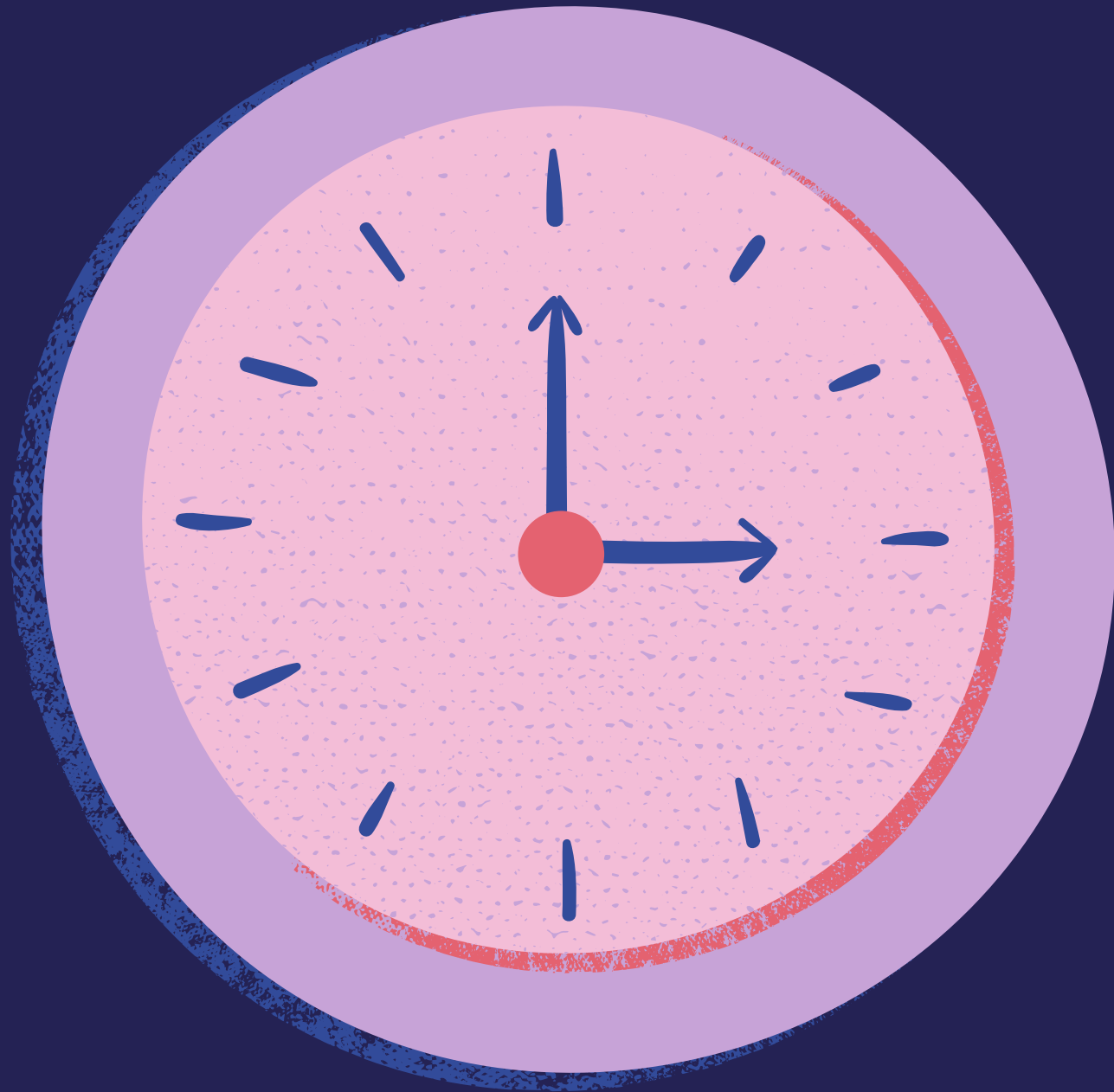
Getting through camera anxiety!

Being online feels weird sometimes for us too! If you need some support working through technological issues, we are here!

Be patient and kind to yourself and others. We are all doing our best under the most challenging of circumstances. Of course, our unhelpful coping strategies are rearing their heads again. You are not alone.

Remember you are strong and resilient. Your voice helps others find the courage to speak their truth, and grow in positive ways that we never imagined possible!

Stick to the allotted time.



When you click on your zoom group link, you will be placed in the waiting room.

Your group facilitator will let you into the meeting at the allotted group time.

Be mindful of everyone's schedules. Groups are two hours in length and cannot go over the allotted time.

Sometimes facilitators may interrupt to redirect the focus of the group process or topic.

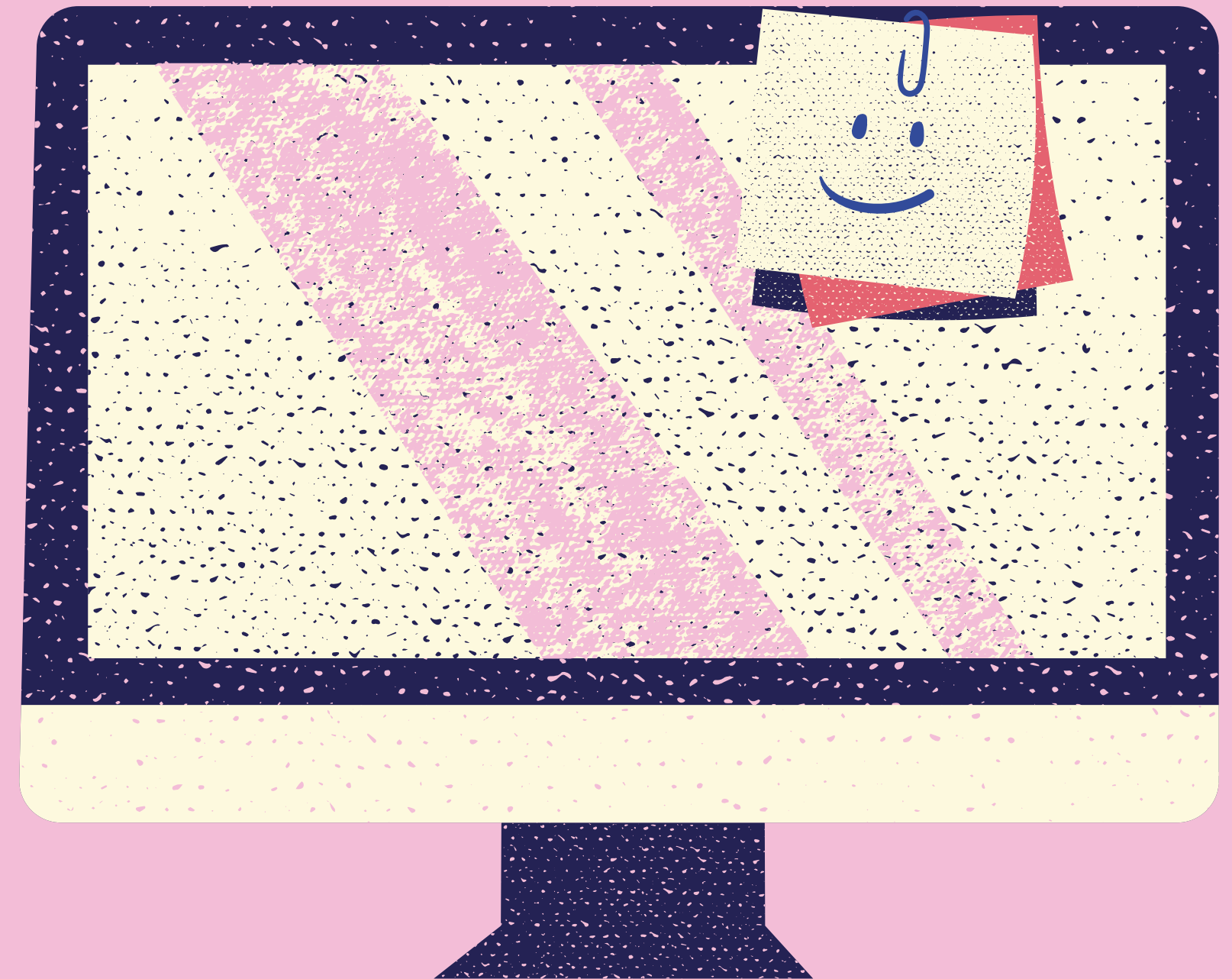
Give your full attention.

Be present throughout the meeting. Try not to visit other websites or chat with your other participants while the meeting is ongoing.

If your group uses the chat, make sure they send messages to "Everyone" to minimize having side conversations.

Stay seated and give your full focus on the topics and your fellow group participants.

Pets: Please keep pets away from the screen to minimize distractions. We love pets too! This time is for you to focus on your healing journey in community.





Mute your microphone when it's not your turn to talk.

Any unwanted background noise can reduce the success of the online meeting.
Open your mic only when you have to say something.

If you have an iphone, please place it away from your computer camera.
This might cause interference if close by!





Late arrivals may be announced in the chat.

If a participant is late coming into the session, the facilitator can use the chat to let everyone know another member is joining from the waiting room.

This prepares everyone for the slight distraction. Zoom has a notification bell that is activated when members join a meeting from the waiting room.

Being on time is important to building trust and connection with your fellow group members.

Managing background noise.

Find yourself a quiet spot at home to attend your meeting. Turn off the volume of your TV or music player so you can focus.

The meeting is a sacred community space where your voices are shared and heard. The less background distractions and noise, the better!

Close the door to avoid uninvited guests from arriving in the background. This ensures that the group members privacy is protected.

Take advantage of virtual backgrounds too if your Zoom meeting app supports it.

Wrap up the meeting. Check out time :)



Near the end of a group meeting (the last 15–20 minutes of a session), Facilitators may use a one word check out or may ask a check out question.

Check-out is not an appropriate time to share topics of a highly sensitive nature that would generally require more time to process. Remember, creating safety in group is everyone's responsibility.

Processing tip: You can process what has surfaced for you by writing down your thoughts and bringing it to next session.



Remember your self-care too!

Your voice helps others and we are grateful for your sharing in group.

We want to remind everyone to dedicate time for your self-care goals! You matter!

All Groups Have Rules!

Rules set the context for the session including fostering safety and resiliency. This is an individual journey and a group journey.

The "house" rules will be emailed to all group members prior to the meeting.

These rules are reviewed in session one and in any subsequent session where necessary to highlight commitment to group process.



All Gatehouse Group Rules will be emailed to you prior to the start of your group. A reply email is required stating that you have read and agree to follow the house rules.

We look forward to meeting you!

Questions?

Contact:

stephanie@thegatehouse.org

