

Professional Development Situation: Meeting

Skill Focus: Facilitating Inclusive Learning Experiences

Time Required: 30 minutes

STRATEGIES FOR MAKING ALL YOUTH FEEL INCLUDED

Participants will view the “DIVEE” video-based learning module and identify strategies for facilitating inclusive learning experiences.

Agenda

Introduction—1 minute

See the Skill in Action—15 minutes

- [DIVEE](#) video-based learning module

Sharing Personal Strategies—12 minutes

Conclusion—2 minutes

Materials

- Computer with internet connection, projector, & speakers
- Flip chart paper
- Markers
- Masking tape (to hang flip chart paper)
- Sticky notes
- Pens
- [DIVEE](#) video-based learning module

Before the Session

- **Read this meeting guide** to become familiar with the content and allow time to personalize the activities to best suit your presentation style. Read informational materials.

- *Italics indicate text that can be read aloud or emailed to participants.*
- Send a reminder about the meeting. Determine if any participants require accommodations (sight; hearing; etc).
 - *The next professional development opportunity to enhance our STEM skills will be on DATE at TIME at LOCATION. Our focus for this session will be facilitating inclusive learning experiences for our youth. In this session, we will be identifying strategies for facilitating inclusive learning experiences from a video-based learning module and our own experiences. I am happy to answer any questions you have and look forward to seeing you at the meeting. I can be reached at CONTACT INFO.*
- Gather all materials needed for the session.
 - Prepare a piece of flip chart paper with the heading, “Strategies for Inclusive Learning”
- Develop a list of possible questions participants might have during the meeting. Create potential responses to be explored through informal conversation. Review any key terms or ideas that may be unclear.

Session Outline

Introduction (1 min)

- Welcome participants. Ensure everyone knows where the restrooms are and that you have made any accommodations needed.
- Introduce the focus of this session.
 - *One of your most important roles as a facilitator in STEM youth programs is to build inclusive environments for ALL youth. This is especially significant because STEM careers, statistically, leave out large populations in this nation, so building environments where all youth see themselves as someone who knows about, uses, and sometimes contributes to STEM is really important. All youth can use the skills they develop from STEM experiences to solve problems and be innovative in all areas of their life.*

See the Skill in Action (15 min)

- Introduce the goals for the session: to identify strategies you can use to build an inclusive environment.
- Que up the overview and skill videos in the [DIVEE](#) video-based learning module.
 - *As you watch the video, pay attention to the strategies the facilitator uses to build an inclusive learning environment. You’ll be writing some of these down to generate strategies as a group.*
- Watch both the skill and overview videos.

- Provide directions for the popcorn sharing activity. Participants will write down strategies they saw in the video on sticky notes that are on the table.
 - *On each sticky note, write down one strategy you saw in the video.*
- Allow participants 3-4 minutes to write down strategies. Give a one minute warning.
 - *Now we are going to do some Popcorn Sharing. I'll ask for a volunteer to share one on the strategies they wrote down and I'll put it on the flip chart paper. Then another person will share one strategy. We'll keep "popping" around the room, adding ideas to the list, one at a time, until we feel like we've captured all the ideas out there. We will move fairly quickly and I ask that each person only add one idea that is not already on the list.*
- Record ideas on flip chart paper with the title "Strategies for Inclusive Learning".

Sharing Personal Strategies (12 min)

- Introduce the think, pair, share activity to generate additional strategies for facilitating learning experiences that are inclusive of all youth.
 - *Now, we are going to use a strategy called Think, Pair, Share to come up with some additional strategies for making our learning experiences feel comfortable and safe for all youth. First you will record at least 2 strategies that you are using, or would like to use, to facilitate inclusive learning experiences in your own program – one on each sticky note.*
- Give participants 1-2 minutes to record strategies.
 - *Now you will turn to someone sitting near you to share your ideas. You and your partner will have four minutes to share your ideas, and maybe generate some new ideas, then we will come back together as a group.*
- Give the pairs 4 minutes for their discussion, then bring the group back together.
- Ask each pair to share at least one new strategy from their conversations. Add these to the list that you generated after watching the video-based learning module.
 - *Thanks for sharing your strategies with the group! Now, we'll talk about which of these strategies are going to work best for you.*

Conclusion (2 min)

- Debrief about the list of strategies that the participants generated.
 - *Which strategies will be the most difficult to implement?*
 - *Which strategies are you going to implement right away?*
 - *Are there any strategies that you don't think you'll be able to implement? Why or why not?*
- Highlight the brainstorming strategies that were used in this session as strategies to make all learners feel included and that their ideas matter. Each person got to share a strategy that they observed in the video-based learning module and generate ideas individually, share them with a partner, and then with the larger group.

After the Session

- Compile the list of “Strategies for Inclusive Learning” into a sharable document to send to participants.
- Email the participants:
 - *Thank you for your participation in the recent STEM training. I hope you found it useful and applicable to your practice. I am including the link to the video-based learning module, [DIVEE](#). I’ve also attached the list of “Strategies for Inclusive Learning” that you generated for reference. You can reach me at _____. Thanks for your willingness to continue to learn.*

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