

Quitting Feel Free

Virtual Meeting Facilitator Guide

IMPORTANT - PRIOR TO MEETING: Host, please prepare for the meeting by selecting at least one discussion topic:

NOTE: Hosts do not participate, teach, confront, criticize or argue. The host's role is to allow attendees a safe space to discuss the topic or central topic of addiction. Hosts observe discussion among those attending, gently facilitate when needed in order to keep the group moving along, and keep the central topic "how to abstain from addictive substances or behaviors."

Hosts enforce three discussion guidelines –

- 1) no lengthy statements,
- 2) no advice, and
- 3) no off-topic discussions that are irrelevant to addiction or related behaviors

- by saying:

- "It's time to move on to the next person."
- "That sounds like advice. Could you phrase your idea as a suggestion, or relate your own experience?"
- "This topic is not appropriate for this meeting. Would you like to make a different statement?"

OPENING : Welcome to the Sunday Quitting Feel Free Meeting. My name is ____ and I will be facilitating today's meeting. (brief intro of self if you want) This meeting occurs here every Sunday. These meetings are a time and place for people to come together and learn from and share hope with one another. All are welcome here who struggle, or have struggled with feel free, or any other substance; as well as those who may be allies to those who struggle with addiction, or support the recovery lifestyle. This is not a 12 step meeting, and we are not affiliated with any other recovery programs. We support all recovery pathways so this is a "non-denominational" meeting where the discussion and format is meant to be very open and where you can experience being understood and not judged. Specifically that means we share what has worked for us as options that others may decide to try. Since this is a virtual meeting I ask that you keep your microphone muted unless you are called on to share, and that you find a quiet space where others can not over hear when meeting participants are sharing. Please use the raise hand button to indicate you want to share, and you will be called on in the order that your hand was raised. We encourage you to use the emoji buttons when others are sharing to show support and encouragement, and please use the chat to communicate as needed.

Two key guidelines:

1. When speaking, introduce yourself in whatever way best works for you. It's ok to ask questions and quiet cross talk in moderation is fine. It's also ok to share more than once. And of course it's ok to participate by just listening if that's what you want to do. We encourage everyone to turn their cameras on, but if you do not want to that is ok.
2. Following an open and inclusive format, we ask only that everyone try to understand and respect each other's views and comments, stay mindful of how long and how often you're sharing, and please do not divulge outside of this room who is here without her or his permission.

Let's take 1 minute to be **still and silent** as we reflect with gratitude for each of us here and for others who we care about.

DISCUSSION: Who would like to bring up a topic today or check-in now? Let's take a minute for a discussion to start and if nothing is brought up, I'll introduce a topic.

CLOSING: (5 minutes before the scheduled group end time)

Thanks to all who came to today's meeting, and thanks to everyone who shared. Please remember what you hear here, stays here. For those who are interested, please stay behind for additional support or resources. Does anyone have a recovery-related announcement they'd like to make before we end?

Let's take 1 more minute to be still and silent to reflect with gratitude for each of us here and for others who we care about.