



Student and Staff Leader Retreats Workshop Descriptions

Foundations of Alternative Break Planning

Student Leaders As Facilitators

Student leaders play an integral role in the alternative break experience - whether site leaders or executive board members. Chosen because of their ability and potential to guide a peer group, this workshop will ensure leaders have the skills and knowledge necessary to fulfill specific roles.

- The difference between leading and facilitating and the roles and responsibilities of a student leader
- Goals and tools of basic group meeting facilitation (including pre-trip and on-trip)
- Using the five stages of group process to discern appropriate leader behavior
- Identifying the three core facilitation styles and how to utilize in co-leader partnerships
- Giving structure to high quality meetings
- Group building: how and why?

Community Partner Development

The commitment to building a reciprocal relationship with the organization and communities we work with on the break is at the center of an alternative break approach to direct service. How does this ethic play into pre-trip co-planning, setting an itinerary, and post-trip communication?

- Elements of a quality site: from community voice to low-cost housing
 - Rubrics: how to create and use them to select sites that will align with your program
 - Relationship development: the importance of establishing strong communication with the community partner, and how to respect the organization as co-educators in a break experience
 - Developing work plans and site agreements: collaborating with your site contact to create clear expectations of the team and community partner, through a strong direct service plan
 - Changing plans: adjusting to challenging situations on-site and/or with the community partner
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Learning Components

The learning components - education, orientation, and training - are the meaning makers of an alternative break. They provide context for the direct service and connect education to reflection and service for a more sustainable break experience. In this workshop, participants will:

- Learn how education, orientation, and training connect to direct service and how they benefit the community and the break group
- Learn mind mapping as a tool to develop issue education and structure pre-trip meetings
- Discuss the most effective ways to engage group members in educational content - including how to incorporate experiential education, orientation, and training before, in, and after the alternative break
- Utilizing others in the community and on campus in the EOT implementation process

Reflection

Reflection is the process by which participants mentally and emotionally synthesize direct service and the learning components, helping participants critically examine their service work and the root causes of the involved social issues. This workshop will provide insight to the following:

- What is reflection? What is the difference between reflection and group building; between discussion and dialogue? Crucial differences and definitions will be established as well as discussion of the importance of each
- The “What? So What? Now What?” model. This valuable model can be used before, during, and after the break. Participants will develop and share ideas for group and individual reflection that promote a deeper understanding of the social issue
- The Triangle of Quality Community Service and the consequences of a weak or missing component

Reorientation

Reorientation is the process through which alternative breakers transfer what they've learned on-break into their identity as active citizens and subsequently reorganize into small groups of action. Without reorientation, alternative breaks are less effective stand-alone experiences.

- The definition and ideology behind reorientation, and the importance of reorganizing into small groups as a method of establishing lifelong active citizenship
- Distinguishing site leader and program responsibilities for reorientation, and the three stages of reorientation that develop active citizenship
- An introduction to the proximity and affinity quadrants of community
- Brainstorming ideas and a timeline for post-break reorientation, whether on campus or in nearby communities

Specialized Workshops

Recruitment & Selections

Intentional recruitment (getting the word out) and selections (picking the right people) processes help ensure that alternative break programs grow in an appropriate and sustainable manner. This workshop will work with program leaders to answer the following questions with a strategy:

- What are our recruitment goals and how do they fit into our overall strategic plan?
- What are the best ways to diversify our recruitment processes to ensure a diverse application pool?
- With successful recruitment, applications start pouring in. How do we choose participants in a way that meets program goals, meets individual needs, and builds leadership for the future?

Partnerships

A strong partnership between co-site leaders creates a diversity and balance in leadership styles - diminishing weaknesses and amplifying strengths - to the benefit of the group. But, it's not just about getting along - partnerships are about developing and acting behind a shared vision.

- Generate a common vision for the partnership and for the group and set ground rules for working together and holding each other accountable
- Assess personal leadership style and use the results to have concrete discussions of personal strengths and weaknesses with their co-leaders
- Discuss delegation and successful co-facilitation techniques with their co-leader

Branding

Whether or not your program has an expressed brand, chances are that people all across campus have heard of your work or need to hear about alternative breaks. Strong brands tell your story – helping to recruit participants, raise funds, and build a program culture.

- Learn the components of a brand, and develop or build the program's brand elements
 - Review implementation of other alternative break program brands – on applications, blogs, websites, t-shirts – and the effect on the “outsider looking in”
 - Develop methods for using the brand in a consistent and compelling way across the program, everywhere from recruitment, to training, to fundraising
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Fundraising

Fundraising can be a challenging piece to student leaders of alternative breaks, but that fear and anxiety can be greatly alleviated with solid planning and simple practices. Starting with a look at budgeting, we work with leaders to build a cash and in-kind strategy to meet program needs.

- Work through the essentials of a budget
- Develop strategies for decreasing programmatic and team costs and increasing cash and in-kind donations
- Establish the fundamentals of both broad and target fundraising campaigns
- Brainstorm practical fundraising events for your campus

Social Justice

Without the developed lens of social justice, alternative breaks can be simple volunteer work, with the pitfalls that come with working indiscriminately within systems of power and oppression. This workshop helps leaders dig deeper in developing education and leading reflections.

- Learn how service work is tied to power, privilege, and oppression
- Discuss social justice on our campuses, alternative break programs, and individual lives
- Adopt strategies of using service work to become allies

Community Impact

With alternative break programs situated on college campuses, much of the measure of their success has focused on the impact on student development. With the growing sophistication of service programs, the demand is growing to demonstrate the impact on communities as well.

- Learn to identify three distinct types of community impact: unintended harm, no harm, and positive impact
- Learn to utilize developed tools for measuring the effect of alternative break work in communities - including impact stories and community partner impact assessment

Strategic Planning

Built for the creation of a sustainable alternative break program, this track is designed for programs interested in solidifying, reviewing and refocusing, or starting a program with the strongest possible foundation. Break Away staff will facilitate building a plan specifically for your campus program.

Organizational Structure Development

- Overview of national practices and where your program lands
- Mapping organizational structure
- Evaluating opportunities for consolidation or expansion

Redefining Roles & Program Culture

- Vision: What dreams do we hope to realize?
- Mission: What needs are we addressing and how?
- Defining responsibility: What is the chain of accountability?
- Sharpening roles: What does each person in the program have ownership of?

Program Evaluation & Asset Mapping

- Where are we now?
- Charting Strengths / Weaknesses / Opportunities / Threats
- Pulling out areas of focus for long and short term planning

SMART Planning for the Year

- Goals: What do we hope to achieve?
- Objectives: How will we accomplish our goals?
- Action Steps: What needs to be done to accomplish our goals?
- Timeline: Who will do what, and when?