Facilitator Training
July 2015
Agenda

- Exercise format & goal
- Step by step guide for facilitators
- Scenarios
- Active shooter guidelines
- Facilitator tips
- Q & A
Tabletop Format

A facilitated discussion that begins with a brief emergency scenario designed to elicit constructive conversation.

Discussion based however participants can be asked to also physically practice exit routes and shelter in place procedures.

Supervisors act as facilitators.
Goals

- Prepare as many people as possible
- Allow individuals to mentally rehearse their response in their own work area
- Physically practice/assess exit routes or shelter procedures
- Identify gaps
- Alleviate anxiety, prepare, and create a sense of community resiliency
Step by Step

In advance of the exercise:
- Decide when & where to notify staff
- Prepare yourself with exercise resources and training

Day of:
- 30-60 minutes discussing the scenario(s)

After:
- Debrief your staff
- Complete evaluation & attend facilitator debrief
Scenarios

ACTIVE SHOOTER SCENARIO

It’s business as usual in your work area. Suddenly gunshots are heard coming from ______ (fill in the blank). You hear commotion over by ______ (Customize the location and movement of the assailant further so that individuals can assess if they’d be able to escape or would elect to shelter).

QUESTIONS:
a. Initial Actions
b. Questions or concerns about their ability to respond
ARMED ASSAILANT ON CAMPUS SCENARIO

It’s business as usual in your work area. You and your colleagues have just received a cell phone alert stating “Armed intruder spotted by Chandler. Person now moving through campus. Shelter in Place until further notice.”

Questions:

a. What initial actions would individuals take?
b. Have participants elaborate on why they chose their course of action
Additional Scenarios

THREATENING BEHAVIOR IN YOUR WORK AREA SCENARIO

A colleague in your Department has grown increasingly agitated over the last few weeks. In meetings he/she are disrespectful and argumentative. This morning he/she kicked a trash can and is now sitting in the break room muttering.

Questions:

a. What initial actions would individuals take? Ask individuals to be specific about their actions.

b. What resources would people contact to help manage the situation?
Active Shooter Events

Victims can be random or targeted

Unpredictable and evolves quickly

Low Risk – High Consequence

DHS Video
Active Shooter Events

General Procedures

• Run
• Hide
• Fight as a last resort
Facilitator Skills

- Interpretations
- Validate concerns
- Know your own response to the scenario
- Allow participants to make discoveries
Thank you!