

# who you are MATTERS!®

## Conversation Experience In-Person Facilitator's Guide



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# Who You Are Matters! In-person Facilitator's Guide

## How to use this Facilitator's Guide and accompanying Online Resources

This step-by-step Facilitator's Guide will help you facilitate *Who You Are Matters!* in-person groups from 3 to hundreds of participants, across varying and diverse populations.

Set up your *Who You Are Matters!* conversation experience following "Setup" in the Instructions. When setting up for groups, you can place Guides under bottom left corner of board. This avoids distraction as participants arrive, and allows you to instruct to retrieve Guides at the appropriate time.

With the *Who You Are Matters!* kit set up and a Guide in front of you, read through the entire Facilitator's Guide on your own, before leading a group. We recommend that you facilitate a practice session with friends or co-workers before facilitating your first 'live' session. If you have co-workers who have already facilitated *Who You Are Matters!*, it can help your learning to co-facilitate your first one or two sessions.

When facilitating, follow the instructions step-by-step. Use the Timing Guide to help you learn how best to adapt to different offerings.

“ *Suggested wording for you to say aloud is in light blue italics.*

You will eventually find your own 'voice' and soon facilitate without notes. Initially, you may want to keep this Facilitator's Guide in hand.

## Timing Guide

Use this Timing Guide for approximate facilitation timing guidelines for Quick and Extended plays. Refer to *Who You Are Matters!* Instructions for Quick and Extended setup and play.

	<b>Quick play in 1 hour - 75 mins</b> Example, lunch & learn 1-2pm <i>Or, class 1-2:15pm</i>	<b>Extended play in 1.5 hours</b> Example, workshop 1-2:30pm	<b>Extended play in 2.5 hours</b> Example, afternoon session 6:30-9pm
<b>1:00</b>	<b>Start - 1:00pm</b> (3min) <b>Part 1 - 1:03pm</b> (12min)	<b>Start - 1:00pm</b> (3min) <b>Part 1 - 1:03pm</b> (17min)	<b>Arrive - 1:00pm</b> (10min) <b>Start - 1:10pm</b> (3min)
<b>1:30</b>	<b>Part 2 - 1:15pm</b> (20min) <i>(or 28min)</i> <b>Part 3 - 1:35pm</b> (5min) <b>Part 4 - 1:40pm</b> (17min) <i>(or 24min)</i>	<b>Part 2 - 1:20pm</b> (35min)	<b>Part 1 - 1:13pm</b> (17min)
<b>2:00</b>	<b>Post - 1:57pm</b> (3min) End	<b>Part 3 - 1:55pm</b> (5min) <b>Part 4 - 2:00pm</b> (25min)	<b>Part 2 - 1:30pm</b> (45min)
<b>2:30</b>		<b>Post - 2:25pm</b> (5min) End	<b>Break - 2:15pm</b> (15min) <b>Part 3 - 2:30</b> (10min)
<b>3:00</b>			<b>Part 4 - 2:40pm</b> (40min)
<b>3:30</b>			<b>Post - 3:20pm</b> (10min) End

Use “**Quick play in 1 hour - 75 minutes**” when you are limited in time, for example, 60 minute lunch & learn or 75 minute class. Timing works for 3 to 4 participants per kit. In Part 2, you have to strongly encourage participants to keep to the 30 second timing guideline .

Use “**Extended play in 1.5 hours**” when you are limited to 90 minutes, for example, class event or workshop. Timing works for 3 to 4 participants per kit.

Use “Extended play in 2.5 hours” when you have flexibility in time. Can be adapted for events from 2 to 3 hours. Timing works for 4 or 5 participants per kit. In Part 2, you can be more flexible with the 30 second timing guideline. In Part 4, most or all tables have time for the ‘time permitting’ bonus questions. You have more time to spark final discoveries. Ideal for workplace applications, 50+ events and other programs where finishing at a specific time is not as crucial.

See the **Facilitator Plan** on the top right corner of Page 3 of your Guide. Fill in your expected timing in the *Plan* column, following suggestions from the *Timing Guide* on previous page. While facilitating, keep track of how timing is progressing under the *Actual* column. While facilitating, monitor and adjust your facilitation accordingly.

FACILITATOR PLAN							
PLAN	ACTUAL	START	PART 1	PART 2	PART 3	PART 4	END
		START	PART 1	PART 2	PART 3	PART 4	END

## Expected Conversation Experience Outcomes


### Participants will:

- Create a personalized and empowering Clarification Statement
- Have 1 specific action to explore a future possibility
- Gain professional vocabulary to strengthen their voice for interviews, networking, resume, LinkedIn
- Feel more confident and connected and included

## Facilitation Strategies for different size groups and times

### Facilitate small and large groups

*Who You Are Matters!* is typically for groups of 3-6 participants per game kit, with 4-5 being the ideal. Using this Facilitator’s Guide, you can easily lead 6 tables, that is, 24-30 participants with 4-5 people per table respectively.

**For larger groups:** You’ll see optional instructions for ‘larger groups’ noted throughout this Facilitator’s Guide. Larger groups of 50-100 or more may benefit from seeing Game Facilitation slides which we offer as a slide deck found at [onelifetools.com/learning-program](https://onelifetools.com/learning-program). This icon  signifies when to use the slides.

### Seating options

Maximizing diversity within tables offers the best experience. Consider asking friend groups, couples, and colleagues to sit at separate tables. You can assign seats in advance using name cards. Or, number the tables and then have participants count-off upon arrival to the maximum number of tables.

### Timing options

There are different ways to facilitate *Who You Are Matters!* depending on time available. See 3 specific options at top of page 1 for 1 hour, 1.5 hour, or 2.5-3 hour sessions.


## Play music to enhance the atmosphere

Have quiet music playing from your laptop as participants arrive. Turn off music for your introduction, and turn on again after Part 2 begins. Music creates a sense of ease and community, fills silence when players are writing, and eases self-consciousness as players begin speaking. Search 'meditation music' online for many examples.

## Facilitation Script

Use this script to gain familiarity with facilitation. Soon you will be able to facilitate simply using the Guide. Blue text is suggested language. When you see "READ ALOUD" please include the specified text in your script.

### To Begin

- 1 *Warm welcome to you all! Thank you for coming to the Who You Are Matters! conversation experience.*
- 2  **Facilitator:** Introduce yourself.
- 3 [Optional] If you offer follow-up service to participants, say:  
3 *We will be offering a way for you to continue what you began today, post experience.*
- 4 *Today's agenda is in 4 easy Parts. Part 1 warms you up. Part 2 engages you in clarification conversations. In Parts 3 & 4, you give and receive helpful feedback. Then I will finish with some practical next steps for you.*

For Quick Play, add:

3 *Today, we'll follow the Quick Play in 4 parts with no break. We should be finished by \_\_\_\_\_.*

For Extended Play, add:

3 *Today, we'll play the Extended Game in 4 parts with a short break in-between parts 2 & 3. We should be finished by \_\_\_\_\_.*

### Part 1: Get Started - Page 1

- 5 *To guide today's experience, please find Guides under the bottom left corner of your board. Distribute 1 to each person at your table. Write your name in the white box on Page 1.*
- 6 *Notice under the game name it says: Spark meaningful conversations, explore "what's next" for you – that's what we'll do today.*
- 7 *Can I have a volunteer read aloud the Objective box on Page 1.*

**For Larger Groups:** Consider reading aloud the 3 boxes yourself.



Step 5

### Objective

Build trust, emotional intelligence, feedback skills and confidence while clarifying possibilities.

Who You Are Matters! is fun and non-competitive. Everyone wins when talking about what really matters.

**Guidelines:**

- Share what's comfortable; feel free to pass
- Keep personal details confidential
- Smile and have fun

**It's not a game, it's real life!**

Step 7

8 *Note the confidentiality guideline in Objective box. In this experience, personal information is shared. What's said in the group should stay in the group to honor group members' confidentiality! Please show hands to signal your agreement to model confidentiality.*

**Choose Firekeeper box**

### Choose Firekeeper

Whose birthday is next? This person is the first Firekeeper, and takes the Firekeeper's Stick.

**The Stick serves two purposes:**

- People only share aloud when holding the Stick
- Turn Stick over when speaking. It's your **30-second** timer

9 Facilitator: READ ALOUD the Choose Firekeeper box, using the Firekeeper's Stick to demonstrate.

**Warm-up box**

### Warm-up

Firekeeper, turn over Stick and say aloud:

- My name is...
- Something I really liked when I was younger was... because...

Pass Stick left. Each person takes **up to 30 seconds** to finish the round.

10 Facilitator: READ ALOUD Warm-up box. Facilitator, model how to respond to the 2 questions with your own personal answers.

*Go ahead and do the warm-up now.*

## Part 2: Clarification Sketch - Page 2-3

11 *Open your Guide to page 2 & 3. This is your Clarification Sketch. Note the corresponding space in your Clarification Sketch for each of the Element Cards on the board.*



**Five Easy Steps**

**Clarification Sketch**

Complete Clarification Sketch in Quick or Extended play

**1. DO**  
Firekeeper: Find Game Piece on the colored dot. Pick up all 12 Element Cards. Turn each over and quickly place them 1 by 1. Face up, around the fire. Don't read them out loud.

**2. WRITE**  
All: Read each card. Select 3 that best describe you. Write only colored keywords in the corresponding space on the right. Use '16' on the blank card if needed. '00' means write one or both keywords.

**3. SAY**  
Firekeeper: Choose 1 of your 3 listed keywords. In 30 seconds, read aloud the PROMPT and 1 keyword, then say, "I CHOSE it because..." Pass Stick left. Each person takes 30 seconds to finish the round. Listen carefully! Take notes in **APPROPRIATE** column.

**4. GIVE**  
Firekeeper: Name and look at **only one** person whose story you appreciate. In 30 seconds, give them a sticky token and say, "I APPRECIATE what you said because..." Then, place your sticky token in community free. Pass Stick left. Each person takes 30 seconds to finish round.

**5. PASS & REPEAT**  
Firekeeper: Collect cards and replace them on their game space. Pass Stick to person at left who becomes new Firekeeper.

**New Firekeeper:** Move game piece to next dot. Repeat Five Easy Steps for each keyword. Continue to Possibilities following quick or extended play.

Write all NAMES above

Fast Track, only if needed to speed up your experience. Finish the round you are on. Then complete Steps 1 DO and 2 WRITE. Don't do 3 SAY and 4 GIVE for the rest of Part 2.

**For Larger Groups:** Show slide of Guidebook open to Clarification Sketch.

12 *Now begin Part 2: Complete Clarification Sketch. Today we'll go with the [Quick / Extended] play so please circle that word.*

13 *Look at Five Easy Steps to the left of your Clarification Sketch. When the Game Piece lands on a colored dot, there is always something to DO, WRITE, SAY, and GIVE.*



14 *I'm going to walk you through the first dot step by step using the Five Easy Steps instructions.*

15 *Go to Step 1, which is DO.*  
 READ ALOUD exactly as written.

**1. DO**

**Firekeeper:** Find Game Piece on the colored dot. Pick up all 12 **Element** cards. Turn cards over and **quickly** place them 1-by-1, face-up, around the fire. **Don't** read them out loud.



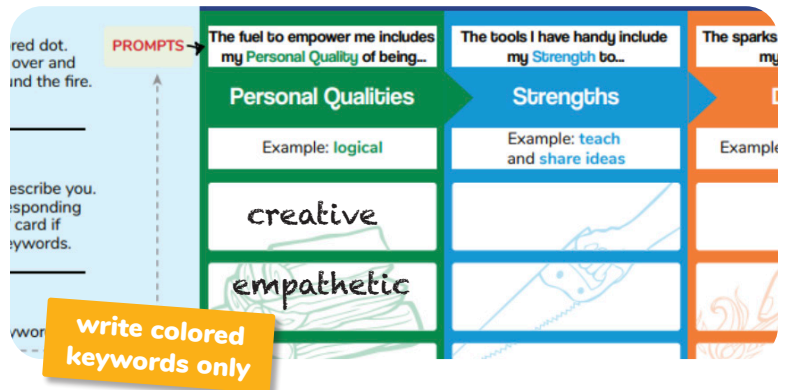
**For Larger Groups:** Show slide of DO – placing cards around fire.

*Go ahead and do this now.*  
 [wait until all groups are done]

16 *Go to Step 2 which is WRITE.*  
 READ ALOUD exactly as written.

**2. WRITE**

**All:** Read each card. **Select 3** that best describe you. Write only **colored** keywords in the corresponding place on the right. Use “fill-in-the-blank” card if needed. “Or” means write one or both keywords.



**For Larger Groups:** Show slide of WRITE – writing items in Clarification Sketch.

*Also, notice one card provides a blank for you to fill in your own Personal Quality. For example, I'm free-spirited or competitive. A blank like this appears in all sets of Element cards.*

*Go ahead and do this now.*  
 [wait until all groups are done]





## 17 *Go to Step 3 which is SAY.*

READ ALOUD exactly as written.

### 3. SAY

**Firekeeper:** Choose 1 of your 3 listed keywords. In 30 seconds, read aloud the **PROMPT** and 1 keyword, then say, **"I CHOSE it because..."**

Pass Stick left. Each person takes 30 seconds to finish the round. Listen carefully!

Take notes in  .

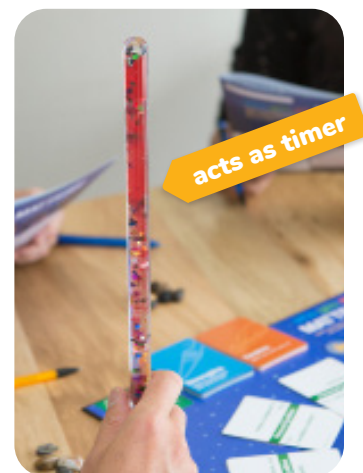


**For Larger Groups:** Show slide of SAY – sharing a story.

- I remind you about your Firekeeper's stick. When I turn it over, it's a timer - it takes about 30 seconds for the glitter and stars to settle. That's your cue to wrap up your storytelling and pass the Firekeeper's Stick to next person. For example, 'I'm insert your example , 'I chose it because ... insert your example .'*

Share your 15-30 second story while demonstrating the timer quality of the Firekeeper's Stick.


- Go ahead and do Step 3 now.*  
[wait until all groups are done]



## 18 *Go to Step 4 which is GIVE.*

READ ALOUD exactly as written.

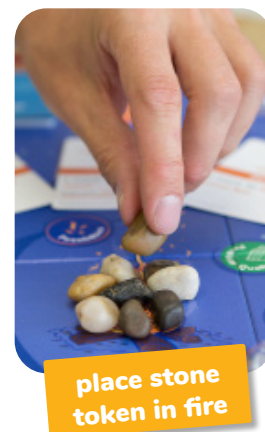
### 4. GIVE

**Firekeeper:** Name and look at **only one** person whose story you appreciate. In 30 seconds, give them a stone token and say, **"I APPRECIATE what you said because..."** Then, Receiver places stone in community fire. Pass Stick left. Each person takes 30 seconds to finish round. 



**For Larger Groups:** Show slide of GIVE – giving a stone token.

- For example, I might give a token to name and say, 'I appreciate what you said, name , because it's so important to help people in the way you spoke about it, and I'm glad you're doing that work.'*
- Then, name places the token in the fire.*
- Go ahead and do this now.*  
[wait until all groups are done]



19 “ Go to Step 5 which is PASS & REPEAT.

READ ALOUD exactly as written.

### 5. PASS & REPEAT

**Firekeeper:** Collect cards and replace them on their game space. Pass Stick to person at left who becomes new Firekeeper.

**New Firekeeper:** Move game piece to next dot. Repeat Five Easy Steps for each Element. Continue to Possibilities following Quick or 'Extended' play.



**For Larger Groups:** Show slide of PASS & REPEAT

“ Each dot is played the same way.



“ For Quick Play... Remember, we'll be playing the Quick version. You'll do the first 3 dots, then on the board, follow the Quick path to Possibilities.

“ For Extended Play... Remember, we'll be playing the Extended play. You'll do all 7 dots including Possibilities. We'll have a short break after Part 2 before completing Part 3.

“ [Optionally repeat] Ideally, if you need to take a break, please do so at the scheduled break to keep game momentum with your group.

20 “ [Explain] I'll be joining groups and doing a dot with you to model positive examples.

“ Any questions? [Address questions]

21 “ Let's go!

22 Facilitator: You can play a dot with a group; monitor progress; model best behavior with brief storytelling.

**23** Facilitator: Monitor time and use Fast Track (shown in Guide on bottom of Page 3) as required.

For Quick Play in 1 hour: Participants should have completed the 4 dots up to and including Possibilities within 30 minutes. If your participants have not completed the first 3 dots by this time, you can 'Fast Track' through the Possibilities dot. See below.

For Extended Play: Depending on overall time available, you may also 'Fast Track' participants to complete Part 1 at a given time.

Fast-Track: Approach each table you need to speed up and say,  
“ *Finish the round you are on. Then complete Steps 1 DO and 2 WRITE.  
Don't do 3 SAY and 4 GIVE for the rest of Part 2. See Fast Track at bottom of Page 3.  
Any questions?*

**For Larger Groups:** Do Fast Track by announcing to the whole group to get all participants to end Part 2 within a few minutes of each other. Get all participants' attention, and say,

“ *I'm introducing a FAST TRACK way for all tables to finish Part 2 near the same time.  
Finish the round you are on. Then complete Steps 1 DO and 2 WRITE.  
Don't do 3 SAY and 4 GIVE for the rest of Part 2.  
See Fast Track at bottom of Page 3.*

**24** Introduce Break time, for Extended Play only.  
[Optionally] Facilitator asks players to return tokens to the bags and remove them from the gameboard. Explain that tokens will not be used in Part 3. This cleans up board. Participants should also remove last element cards from board.

### Part 3: Complete Clarification Statement on your own - Page 4

**25** “ *We're now playing Part 3 of Who You Are Matters!  
Please turn to page 4 .*



**For Larger Groups:** Show slide of Part 3 in Guidebook.

26 READ ALOUD the 3 instructions at the top of Page 4 exactly as written.

**New Firekeeper:** Move game piece to Star dot.

**All:** Using your clarification selections from Part 2, fill in the boxes below.

**All:** Signal to Firekeeper when done. **Firekeeper:** Say, "We're ready to move on to Part 4"



“Take a few minutes now to fill out your Clarification Statement. Flip back a page to your Clarification Sketch to choose which items you want to include in your Clarification Statement. Note: You don't have to choose items you shared earlier.”

27 Demonstrate an example:

“I commit to explore the Possibility of \_\_[Professional Development]\_\_, such as \_\_[taking a podcasting course]\_\_ which is connected to my Personal Quality of being \_\_[a big picture thinker]\_\_, my Strength to \_\_[generate ideas]\_\_, and my Desire to \_\_[have more creativity]\_\_. To explore this Possibility, one small action I commit to take within 1 week is \_\_[find 3 online podcast courses and commit to taking 1 of them]\_\_.”

28 “What questions do you have?”

[Facilitator respond to questions]

Monitor time. Once all groups are finished writing, begin Part 4.

## Part 4: Read Clarification Statement and Give & Receive Feedback - Page 4



**For Larger Groups:** Show slide of Part 4 in Guidebook.

29 “Go to Part 4. Each person takes a turn as Firekeeper to do steps 1-4.”

READ ALOUD instructions 1-4 exactly as written.

30 “Help each other with instructions. Some people are very good with instructions. If that's you, speak up and help your group! Remember, 1 person reads their Statement, then immediately everyone gives Feedback. Then the next person reads their Statement and receives feedback. Careful not to have all people read their Statements first.”

31 “What questions do you have?”

[Facilitator respond to questions]... **Alright, let's go!**

32 Monitor timing. Some groups may get to the 'Time Permitting' instruction. When last table has finished reading their Statements & receiving feedback, you can end Part 4. When ready, say:

“Thank you for participating in the Who You Are Matters! conversation experience. I'd now like to spark some final discoveries before we wrap up.”

1. **Firekeeper only:** Read aloud your Clarification Statement. Then say, “After reading this aloud, I now feel \_\_\_\_\_ because \_\_\_\_\_.”

2. **Each person:** Passing the Stick left, give feedback following these guidelines:


- Be brief, 30 seconds
- Even simple encouragement is valuable
- Give no hard advice or 'shoulds'
- Give feedback using 1 or 2 of these Prompts


3. **Firekeeper:** Don't react yet. Take Notes here:

4. **Firekeeper:** Say,

“Having received your feedback, I feel \_\_ because \_\_.”


## Post Session - Next Steps on Page 4

33  *Thanks for reading your Statements and sharing feedback. You all wrote and read your small action. Put up your hand if you're going to do that thing!* [wait a moment]  
*Wonderful! Nothing like a bit of peer pressure to help get started. There's magic in taking a first step.*


34  *Having played today at your separate tables, it's valuable to learn from each other. Can I ask 1 person from each table to say what you noticed about the experience at your table. It may be something you all had in common or what you experienced yourself.*

Use what you hear as prompts to facilitate a discussion about learning from the experience.

[Optionally, Facilitator may ask]

35  *How are you feeling now compared to how you felt when you arrived today?*  
Again, use what you hear as prompts to facilitate learning.

 **For Larger Groups:** Show slide of SMALL ACTION.

36  *To help you get things done, note item 1 under Post Session - Next Steps. Let me encourage you, after we finish in a few minutes, to find your accountability – or capability – partner. Share your Small Action with them and commit to checking in with them in 1 week. Your partner can be anyone in the room today, or anyone else in your life.*

Facilitator, consider sharing **Optional way to encourage Inspired Action**. See next page.

37  *Item 2 says to discuss your full Clarification Sketch with a coach, friend or manager, for more feedback about additional Possibilities.*

Explain how participants may access this support in your workplace, school, institution, setting or practice.

 **For Larger Groups:** Show customized slide showing how you want players to follow up.


38  *Item 3 is about accessing Free Resources to continue what you began today. Use the QR code or go to [onlifetools.com/whatsnext](https://onlifetools.com/whatsnext) and get:*


*a) Invitation to Learn & Connect Community and next Narrative steps*

*b) Field Research Guide to set up exploration meetings*

*c) Insider tips from inspirational career stories from the Career Buzz podcast*

39 [optional] Make offer to connect game players to your services (if relevant).

 *For anyone interested in getting a Who You Are Matters! kit to share with friends, family or at work, you can get a discount with the code, ITOLDMYSTORY, at [OneLifeTools.com](https://OneLifeTools.com).*

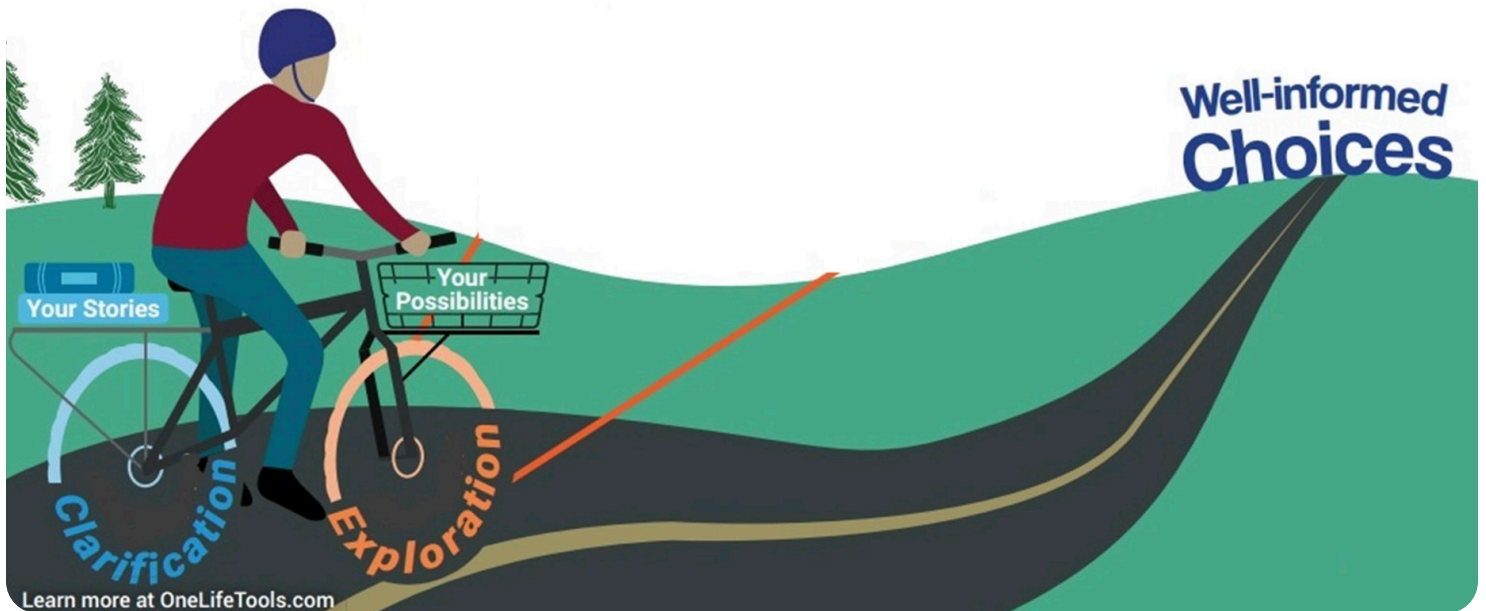
40  *Thank you for participating in today's Who You Are Matters! conversation experience. I'm so glad you joined us. I can stay for a few minutes after we end to answer individual questions. Let's finish now by looking at your table mates and saying: "Who You Are Matters!" Thank you for joining the Who You Are Matters! conversation experience.*

41  [optional] *Please complete a brief experience evaluation survey.*

## Optional way to encourage Inspired Action



In your *Who You Are Matters!* slides, there is a useful image to support this message. It's the slide showing the cyclist on the road. Using the slide is optional.



“ Here’s a process from making Well-Informed Choices. Picture a rider on a bike. Clarification is the back wheel, that’s where the power is. Clarification began in today’s experience, drawing on your stories.

Intentional Exploration is the front wheel. You control it. Intentional Exploration is a cycle of watching for Clues, taking Inspired Action and Welcoming Opportunities.

Watching for Clues means paying profound attention to the world within you and beyond, for clues related to what you want, to your Clarification Sketch. They can be internal clues like feelings. They can be external clues like feedback in today’s game, or recommendations from friends.

When you notice positive clues, inspired action is your reward. You get to take action, and it’s this Inspired Action that moves you forward. There are 3 ways to take Inspired Action. It can be on your own like researching new careers. It can be 1 on 1 by doing ‘field research’. And it can be active engagement in the community, like volunteering, taking courses and attending events.

When you take Inspired Action, opportunities open up. Welcome them! Sometimes they’re exactly what you have been expecting, and sometimes you will want to pivot or adapt your exploration to embrace new opportunities.

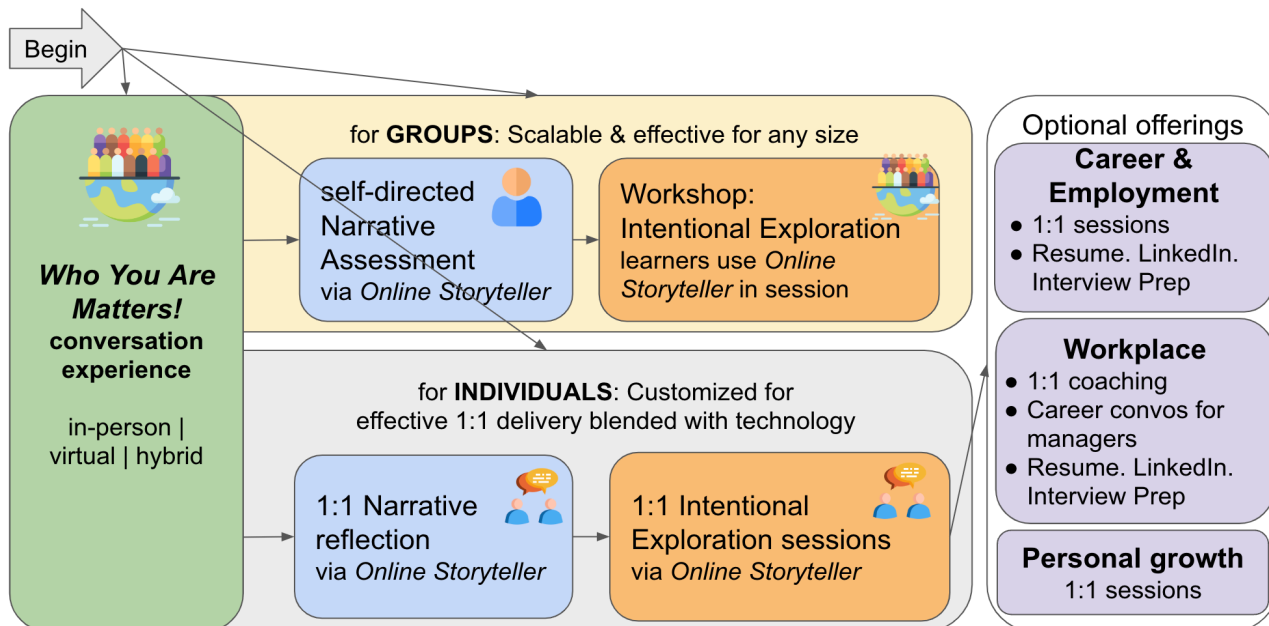
*What questions do you have about Intentional Exploration?*

[Facilitator responds to questions]

When done, return to the **Facilitator’s Guide** to finish.

## Deepen clarification by applying the Narrative Assessment Program & Platform for groups & individuals

Looking for the perfect follow-up to the *Who You Are Matters!* conversation experience? Apply the **Narrative Assessment Program & Platform** for groups & individuals.



*Who You Are Matters! conversation experience* is a great place to begin for groups. From there you can assign self-directed Narrative Assessment. The **self-directed Narrative Assessment** uses our platform, called *Online Storyteller*. Individuals do this pleasantly reflective activity which takes about 1 hour. It makes the group experience scalable and effective. Optionally, you can bring groups back for an **Intentional Exploration workshop**, in person or virtually. In the workshop, learners access their *Online Storyteller* account to accelerate their exploration plans.

If you work with individuals, *Who You Are Matters!* is optional for group activities. You can begin with Narrative Assessment in 1-on-1 sessions for a transformative way to work with clients. The **1-on-1 Narrative reflection** sessions draw on your helping professional skills to walk clients through this engaging process. You can continue to use the platform for both clarification and intentional exploration, and it results in *Clarification Statement* and *Exploration Plans*.

*Online Storyteller*, based on the same narrative framework as *Who You Are Matters!*, guides people through a deeper clarification process. They recognize the same 6 clarification elements, and the methodology behind generating possibilities, tied to their stories, and taking inspired action.

This is a plug and play solution for you and your team. It can stand alone or be combined with optional offerings. Contact OneLifeTools for details.

# Facilitating for Diverse Groups using Expansion Packs

*Who You Are Matters!* is designed for use with different groups and populations. Learn to provide context for each group by using facilitation tips and resources below.

In addition to the Original Cards, 3 Expansion Packs are available from OneLifeTools: Workplace, Youth and 50+.

The ideas we've listed under each group can be adapted and applied widely. We encourage you to read the entire section to gain an understanding of the wider applications of these narrative tools.

## 1. For HR professionals and business, industry and organizational applications

Use *Who You Are Matters!* as a teambuilding activity for intact teams or as an employee engagement or professional development staff event. Frame it as a 'trust building' activity to improve empathy, honor differences and gain insights about the humanity of peers. It relies on and builds storytelling and storylistening skills, which leads to productivity gains. Read success stories here [OneLifeTools.com/pages/success-stories](https://www.onelifetools.com/pages/success-stories).

Workplace Expansion Pack: Includes a different set of Possibilities cards appropriate for workplaces, and a Team Statement template with instructions for use. Contact OneLifeTools or visit [OneLifeTools.com](https://www.onelifetools.com) to purchase.

Tips: (1) Emphasize that the focus of the session is to improve internal career management and mobility, team building, engagement and productivity. Even in flat organizations with little advancement opportunity, *Who You Are Matters!* can generate Possibilities such as volunteering and professional development for enrichment and future opportunities. (2) Be intentional with your seating plan. You can strategically assign seats in advance using name cards in order to bring key people together or to separate others. You can simply recommended friends and colleagues to separate to maximize diversity at tables. Or, number the tables and have participants count-off upon arrival to the maximum number of tables.

Resources: Narrative tools engage and empower employees to take ownership of managing their careers within an organization. From performance reviews to team building, Online Storyteller enhances HR and leadership initiatives. It's affordable and easy to implement.

## 2. University and college applications with Original Cards

Facilitators use *Who You Are Matters!* in post-secondary education within credit-bearing and non-credit courses, programs and classes. It can also be applied successfully in employment centers, student residences, fraternities, sororities, student clubs, and classrooms.

Tips: (1) Our Quick Facilitation Hints can be accessed at [OneLifeTools.com/learning-program](https://www.onelifetools.com/learning-program). Quick Hints are adapted with this population in mind, so you can feel confident using it for post-secondary audiences. (2) Make an offer to students about follow up individual career services (if relevant). E.g. Schedule a debrief session within the next 2 weeks and win a branded tote bag. (3) Reach out to us for best practices. We have helped higher-ed practitioners embed the game into curriculum.

Resources: Many campus career centers are the HEROIC-g narrative framework with students as a second step after *Who You Are Matters!* Our tools have also been embedded into curriculum and for-credit courses.



### 3. For high school, youth and groups with literacy or ESL challenges

*Who You Are Matters!* is suitable for all high school grades, and fits especially well in 10th - 12th grades. It may be used in regular class time, or for special events and clubs. Teachers and school counselors may facilitate *Who You Are Matters!* within the curriculum.

Youth Expansion Pack: Includes a unique full set of age-appropriate cards with fewer words and simpler language. Contact OneLifeTools to purchase or visit [OneLifeTools.com](http://OneLifeTools.com).

Tips: (1) Make an offer to students about follow up individual services (if relevant). E.g. Schedule a debrief session within the next 2 weeks and I can help you use your Career Statement to make an academic and career plan. (2) Consider holding an event with parents. Parents playing together with their children can be a powerful experience. (3) In groups with literacy/language issues, Facilitators can choose to read aloud many of the instructions, especially at the beginning, rather than asking for volunteers.

Resources: Our narrative approach helps youth reframe career in a holistic, exploration-based way. It encourages experiential learning and teaches people how to reflect on that learning in an organized manner. Our Online Storyteller also integrates results from traditional assessments so students, and their helping professionals, can co-create a snapshot of what's most important from these results.

### 4. For career and employment centers with Original Cards

Use *Who You Are Matters!* to attract new clients and to offer career clarification programs to existing clients. Training staff in *Who You Are Matters!* facilitation and in Narrative Assessment techniques provides them with a new, yet familiar, way of working with clients. We are all storytellers, and we are all using some form of narrative in our practices. This often goes unnamed, and is informal in nature. Our narrative framework provides a structure so that stories don't get filed away in notebooks and drawers. We capture the key elements of client stories, using the same sketch methodology as the game, and co-create clarification and exploration plans together.

Tips: (1) Open your session by inviting participants to think beyond the immediate job search. Share our definition of career as "the full expression of who you are and how you want to be in the world. And, it keeps on expanding as it naturally goes through cycles of stability and change." Ask participants for their reactions to this definition. (2) Make an offer to participants about follow up individual career services (if relevant). E.g. Schedule a debrief session with one of our staff to guide your next steps and help you take inspired action.

Resources: From a 1/2 day foundations training to our 3-day intensive bootcamp-style program, our narrative training re-energizes staff. Both programs are affordable and accessible remotely via video-conference. Our Holistic Narrative Career Professional Certification training has been adopted worldwide, and trainees participate in monthly Community of Practice calls to share best practices and support one another.

### 5. For alumni and professional associations

Use *Who You Are Matters!* to attract new members and provide value-added services to member benefits. Invite funders and administrators to *Who You Are Matters!* sessions to illustrate how narrative tools can support members and can be offered in their workplaces.

Tip: Facilitators may negotiate follow up career management services to members at a preferred rate.

Resources: Online Storyteller web app offers a self-directed narrative assessment (SDNA), and is a great follow-up to *Who You Are Matters!*, if your organization has limited staff resources. The SDNA can act as a stand-alone offering for members to deepen clarification and self-exploration. The tangible take-aways are an expanded Clarification Sketch, which includes integrating the sketch created during the session, and a Conversation Guide. This guide can be used in career and life conversations with partners, mentors, colleagues and managers.

## 6. For groups aged 50+ and retirement/redirection applications

There are countless groups that value choice as we age. Explore possibility, purpose and life transitions with a group of older adults. From community and senior centers, to informal living room gatherings, to end-of-life peer groups, *Who You Are Matters!* sparks meaningful conversations.

50+ Expansion Pack: Includes Possibilities cards relating to transition, late career, legacy and retirement. Contact OneLifeTools or purchase on OneLifeTools.com.

Tips: (1) Open your session by inviting participants to reframe the word “career”. Share with them our definition of career as “the full expression of who you are and how you want to be in the world. And, it keeps on expanding as it naturally goes through cycles of stability and change.” Ask participants for their reactions to this definition. (2) Facilitators may negotiate follow up career management services to game players at a preferred rate.

Resources: Our narrative method of practice helps draw out the key elements and vital pieces of a story. It enriches services for older adults with a structured, organized system that leads to curiosity, exploration and inspired action. Contact us for success stories, best practices and more details about training and pricing.

## 7. For private practitioners

Use *Who You Are Matters!* to attract new clients and to offer career clarification programs to existing clients. It's a great fit as a first session in group coaching.

Tip: Make an offer to participants about follow up individual career services (if relevant). E.g. Schedule a debrief session within the next 2 weeks and save \$X.

Resources: Contact OneLifeTools for credits to the Online Storyteller web application and associated training, and for Holistic Narrative Career Professional Certification.

## *In Gratitude*

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