



Rosh Hodesh: It's a Girl Thing!

Best Practices for Supervising a Group Leader

These recommendations for supervising *Rosh Hodesh: It's a Girl Thing!* group leaders are based on what we have learned from successful supervisory experiences. A successful supervisory relationship ensures the longevity of a healthy, thriving group.

We are mindful that supervisors have varying amounts of time to give to supervising group leaders. You may be able to do all of these, or you may have to pick and choose.

- 1. Sign a group leader contract and register her for the Moving Traditions Training Institute.** Page 10 has a sample template for a contract. Please edit and use to meet the needs of your institution.
- 2. Schedule a “post-training meeting” with group leaders.** After attending the Training Institute, group leaders are full of questions and ideas for their supervisors! Seize this opportunity as soon as possible after training to get together and make a great plan for the year.
- 3. Facilitate one-on-one supervision.** Page 12 includes sample questions and ideas for this important time.
- 4. Observe a group.** Once the group is established (winter/spring season) arrange a time to observe all or part of a gathering. Make sure the group leader tells the girls in advance that there will be an observer coming to see some of the amazing things they are doing.
- 5. Ask group leaders to include supervisors as a cc on all e-mail communication to parents and girls.** This keeps everyone in the loop and is an easy way for group leaders to communicate what's happening in the group to her supervisor.
- 6. Ask the group leader and one or more girls to offer a presentation about *Rosh Hodesh* to your board mid-year.** This will garner support, assist with funding, and increase momentum. It's also a great skill for the girls.
- 7. Conduct an evaluation of the group with girls and parents at the end of the year.** Sample evaluation questions can be found on our website (www.roshhodesh.org/groupleader).
- 8. Encourage each group to continue for multiple years.**