



Second Year Groups

PREPARING FOR A SECOND YEAR

In the spring

Planning (and securing funding) for the next year of your group should begin in the spring of your current year!

1. It is important that the girls in your group know that the intention is for the group to continue together for many years. Share with them that groups across North America have continued into their third, fourth, and even fifth years! Rosh Hodesh is an ongoing opportunity for them to grow, learn and gather with friends
2. **Decide whether there is a need to invite new girls to join the group.** Were there enough girls in the group during this year? Even with the best intentions, not all girls return. If a few do not return, will you have enough participants? If you choose to add girls, we suggest that you
 - involve the current girls by the **next-to-last meeting of the year** by asking them whether they know others who might wish to join. **Gather contact information**, so that you can follow up over the summer.
 - ask the current girls to write **personal notes of invitation** that you will include in correspondence over the summer to the potential members and their parents.
 - finally, **plan how you will integrate** the new members into the existing group.

In the summer

During the summer you should plan for your group's second year:

1. **Review any feedback you received from the girls at the Closing Month meeting.** Consider how you will incorporate this information as you plan for your monthly meetings
2. **Consider what leadership roles you will encourage the girls to take on.** For **Ruach year**, refer to page 9 in *Group Leadership*, "Leadership Development Opportunities in Lev & Ruach Years," for ideas.
3. **Preview the gathering plans and decide what special events you will incorporate into the coming year**, such as a parent-daughter gathering, field trips, or presentations.
4. **Reconfirm which girls are returning and invite new participants as needed.**
5. **Set dates and meeting location(s) for the year.**

SECOND YEAR MATERIALS

When preparing for your second year of meetings, it may be helpful to review what you did last year and tie the material into your discussions and activities for *this year*.

EXISTING GROUP/ FACILITATOR LEAVING

If you are preparing to leave your job as the group facilitator, and your group will continue with a new facilitator, help set the stage for a smooth transition:

- Let the girls know you will be leaving.
- Ask them what qualities they would like to see in a new facilitator. Share this information with the person who will do the hiring.
- Ask the girls what essential information they would like to let the new facilitator know about the group and make sure that information gets passed on to the new facilitator.
- Ask the girls how they would like to welcome their new facilitator. Do they want to write a collaborative letter or make a card? Set aside a few minutes during the Closing Month for this activity. If you meet the new group leader you can give her this letter; if not, ask your supervisor to give it to her.

EXISTING GROUP/NEW FACILITATOR

When a new facilitator takes over an ongoing group, there are special challenges for both her and the group members. The group will need time to adjust to and welcome a new person. The girls may be reluctant at first, feeling very attached to their original group leader. The new leader must be sensitive to and respect the group dynamics.

Acknowledge the difficulty in making the transition to a new leader, for both the group and yourself. The more the girls know about you, the more they will feel comfortable with you. To facilitate trust, share about yourself, be open, and maintain a friendly, respectful attitude.

If you have the chance during the summer to speak with the former group leader, by all means, take advantage! Learn some of the rituals that are important and special to the group. Review the monthly logs that the group leader filled out as a record. Ask the former group leader to write the girls a note that you can share at the opening meeting of the second year.

All the best to you!