

Episode 58: Supervision14 – Weekly Residential Unit Staff Meetings Key Concepts

The weekly residential unit staff meeting can be designed as three back-to-back meetings. Multi-unit agencies can stagger the order of these three segments to allow shared non-residential staff to participate in a more effective and consistent way.

1. Case Presentations
 - a. Background & Referral Information
 - b. Strengths & Challenges
 - c. Discussion & Actions

2. Issues
 - a. Agency Issues
 - b. Unit Issues
 - c. Staff Issues
 - d. Client Group-Issues

3. Trainings
 - a. Focus on how to do various procedures, how to use various tools and techniques, how to promote resilience, how to promote self-regulation.
 - b. Build trainings around role-plays.
 - i. Brief check-in or icebreaker if the Training section comes first (before Case Presentations and Issues).
 - ii. Give a purpose statement – what specific skill is the focus of the training.
 - iii. Break the larger group into role-play teams.
 - iv. Bring group back together for discussion of observations and insights.
 - v. For topics that require longer discussion up-front (once a staff team is used to role-plays), instead of breaking into teams, have one to three role-play skits in front of the entire staff team for discussion and insights.

The general progression of any internal staff team should support the building of resilient teams.

1. Facilitator tries to create feelings of belonging among the participants.
2. Facilitator helps participants understand the purpose of the meeting and the path that the meeting will generally take.
3. Facilitator saves time toward the end of the meeting for participants to get a sense of agency; of the actions they will subsequently take to support the content and purpose of the meeting.
4. Facilitator ends the meeting by helping participants experience a sense that the meeting time was meaningful. That might be that it supports agency and unit goals, it might be that it supports their own individual professional development goals, and/or that it ties into the mission and passion of the program.