

# HOW TO BE A FACILITATOR

## Organisation

- One deck of card is distributed to each group of 6 to 8 people
- The game lasts 3 hours, if needed, it can last only 2 hours with the light version
- Provide a facilitator for 30 participants

## Equipment required

- One table of 1 x 2 m per group
- No chairs!
- A tablecloth (1 x 2 m) same size as the table
- Tap, pencils, eraser, Coloured markers
- Optional: Modelling clay, Coloured paper, Scissors

## Briefing du début

At the beginning of the session, participants should be told the following:

- **Rules of the game:** *"The principle is very simple, you need to find the cause and effect links between the cards."*
- **Team spirit:** *"It is a work to be done together, so as to include everyone. »"*
- **2 aspects:** *"You will be evaluated on technical quality, but also artistic quality. So you need to express yourself, co-construct something beautiful and original! »"*
- **Final presentation:** *"The winners will present their work. »"*
- **Become animators!** *This game was made to be widely spread, be aware that you are welcome to become an animator. »"*

## Sets of cards

Distribute the following sets of cards one after the other:

**Set 1:** cards 1, 5, 7, 13, 18, 21 & 22

**Set 2:** cards 2, 3, 4, 6, 8, 9, 11, 12 & 16

**Set 3:** cards 10, 14, 15, 17, 19, 20 & 24

**Set 4:** cards 23, 25, 26, 27, 28, 29, 30 & 33

**Set 5:** all the remaining cards

## Timing

To set a training that lasts 3 hours:

**Beginning** - 2 minutes briefing, lot 1, first explanations, lot 2, then 3, 4, 5.

*Instructions – Ask them to indicate the arrows with pencils once the second set of cards is distributed. (You may need to check that they have understood that there is information on the back at about the same time)*

**00:45 / 1:00** - All sets are distributed. All the cards are in place.

*Instructions – Tape up the cards, colour the arrows with the markers, decorate the collage.*

**2:00** - The collage must be almost completed. We can start hanging the collages on the walls and proceed to the presentation of the best collage.

**2:45** - Debrief time all together.

## Facilitation

There are 3 components in the role of the facilitator:

- Organisation: Time-keeper, organisation and logistic, day dynamic

- Expertise: Technical and educational contribution on the subject
- Facilitator: Team-building, relationship management within the group

## Light version

To use the light version, there are two options:

- Using the junior version with 20 cards
- Using the same version with less cards. You can remove the following cards or groups of cards (in order of priority)

- |            |                    |
|------------|--------------------|
| a. 10      | e. 42              |
| b. 11      | f. 12              |
| c. 14 & 15 | g. 8 & 9           |
| d. 41      | h. 23, 24, 27 & 29 |

## Junior version

Designed for children from 7 to 12, the junior version contains only 20 cards. The titles and explanations are simplified.

The course of the game remains the same:

**Set 1:** 4, 7, 13, 21, 18

**Set 2:** 3, 16, 17, 20, 37, 26, 30

**Set 3:** all the remaining cards

## Final debriefing

The final debriefing time lasts between 20 and 45 minutes. Here are few examples of questions to ask:

- How do you feel about the game?
- What do you think of it?
- After this, how do you envision your future career?

## Purchasing cards

On sale on the website: [www.la-fresque-du-climat.com](http://www.la-fresque-du-climat.com)

Adult version 2017: 6 €

Adult version 2018: 12 €

Junior version: 6 €

Reusable cards: 30 €

## User licence

The principle and content of this workshop are protected with creative commons license ([Attribution-NonCommercial-ShareAlike 3.0 Unported \(CC BY-NC-SA 3.0\)](https://creativecommons.org/licenses/by-nc-sa/3.0/)). It is therefore possible to use the materials free of charge within the framework of public education and for any free of charge and open to the interested public event in which facilitators are volunteers provided that the URL [www.the-climate-collage.com](http://www.the-climate-collage.com) is visible. In the case of commercial use, the rights of use are set at 10% of the amount of the service. In the case of an internal use in a company, the rights of use are set at 20 € (pre-tax price) or 24 € (with taxes) per table (thus per card set) in addition to the price of the deck of cards set itself.

## FAQ

- Participants made a link that is not climate related. Should I encourage them? >> Yes, but you still can point it out.
- They want to delete cards, is that possible? >> Yes !
- They made a mistake, how do I tell them? >> Try to make them realize their mistake by asking them to read the cards again.