

## **B. Be Comfortable with Delivering the Message- Handout**

As a facilitator, one of your main roles is to help guide participants towards knowledge and healthy behavior changes. While you are not expected to have all of the answers, being knowledgeable about a topic is one of the easiest ways to battle anxiety in a CCNE class and ensure that you are able to recognize and correct misinformation.

To stay current try some of these suggestions:

- ***Review the class topic before you teach.*** Many WIC instructors will teach a set of classes for an entire quarter. Schedule time before you teach a class to review information about the class topics. Even if you have taught this class in the recent past, it may be helpful to refresh your memory with any new information or materials. Look for State Agency developed trainings and materials that will help familiarize you with the CCNE lesson.
- ***Gather your resources.*** Pull together a few resources related to the topic like handouts, fact sheets, frequently asked questions and referral lists. You can refer to these resources during the class if you need to look something up. These materials can also be useful for participants who are looking for more information on a topic.
- ***Write it out first.*** You can become more comfortable by making personal notes on the lesson plan or on note cards. Write informally and in a way you might talk to a friend. Remember that the lesson plan is an outline and not a script, so have fun with the topics, personalize the lesson, and have fun with it!
- ***Practice, practice, practice.*** The more you practice and the more prepared you are, the more comfortable you will become and the more rewarding your experiences with CCNE classes will be. Remember that even facilitators who have taught classes many times can find ways to strengthen and improve their skills. Don't forget to take time to reflect on your classes and don't be afraid to ask participants or co-workers for feedback. The CCNE Facilitation Self-Audit Checklist (available online and at the end of this module) can be used for self reflection, or peer observation and feedback.

## What Are Your Participants Asking About?

Frequently asked questions from NE classes

**Lesson Title:**

<b>Questions</b>	<b>How did you handle it?</b>	<b>Tips for others teaching this lesson</b>