

**Wisconsin State Public Defender
Racial Bias Discussion Circles
Facilitator Instructions**

Set-up: Place “Essentials of Circles” and “Goals/Guidelines” on the participant’s chairs

- 1) Welcome and introduction of co-facilitators and individuals in circle
- 2) Explain 1, 2, 3 and 4 from “EXPLAIN to the group” on Facilitator Guidelines.
- 3) Explain Circle format, talking piece, taking turns, answer for yourself, and that we will ask a number of questions about race.
- 4) The first “circle” will be to have the participants go around the circle and each read a bullet point from the “Essentials of Circles” and “Goals and Guidelines” sheets.
- 5) Ask if we can all agree on the guidelines.
- 6) Values exercise.
 - a) Index cards; write one or two of your core values or value(s) you bring to the circle;
 - b) Go around the circle give name, office and talk briefly about your value(s);
 - c) Place card in center of circle.
- 7) Explain the facilitators will ask five questions, reading one at a time.
- 8) Do a circle for each question.
(If 1st time around the circle on a question goes quickly and/or the discussion is rather shallow, pass the talking piece around again. One or more of the participants may follow up and add some depth. People can share again or just pass the piece on to next person).
- 9) Watch time discussing each question-10 minutes per an approximate guideline.
(However, the length of discussion time tends to increase sequentially with each question. #1 may take 5 minutes, # 5 may take 15 minutes or longer).
(Make sure you go quickly enough to get in question #4).
- 10) Close with “In Closing” summary of goals at the bottom of the Facilitators Guidelines sheet.
- 11) Distribute evaluations and ask that each person complete it before they leave.
- 12) Tell the group they will be receiving a follow-up email with some additional resources.