

Introduction

How to Use the Guide

This Facilitator's Guide is a companion for *Eight Habits of the Heart for Educators* by Clifton L. Taulbert. It is designed to accompany the study of the book and provide assistance to group facilitators, such as school leaders, professional development coordinators, peer coaches, team leaders, mentors, and professors. Along with a summary of each chapter in the book, Clifton L. Taulbert and Douglas E. Decker have provided chapter discussion questions, learning activities, journal writing prompts, suggestions for practical application, and resources for sustaining the learning.

When using the guide during independent study, focus on the summaries, discussion questions and practical application.

For small study groups, the facilitator should guide the group through the chapter work.

For small or large group workshops, the facilitator should create an agenda by selecting activities and discussion starters from the chapter summaries that meet the group's goals, and guide the group through the learning process.

Additional Resources for Facilitators

Corwin Press also offers a free 16-page resource entitled *Tips for Facilitators*, which includes practical strategies and tips for guiding a successful meeting. The information in this section describes different professional development opportunities, the principles of effective professional development, some characteristics of an effective facilitator, the responsibilities of the facilitator, and

practical tips and strategies to make the meeting more successful. *Tips for Facilitators* is available for free download at the Corwin Press Web site (www.corwinpress.com, under "Extras").

We recommend that facilitators download a copy of *Tips for Facilitators* and review the characteristics and responsibilities of facilitators and professional development strategies for different types of work groups and settings.