

WELCOME TO BII-ZIN-DA-DE-DAH

Boozhoo! We are pleased that you have agreed to help facilitate this family program! **The ultimate goal of the Bii-Zin-Da-De-Dah Prevention Program is to promote the mental health and well-being of Anishinabe youths and their families.**

We plan to use the traditional teachings of Anishinabe Elders and ancestors as tools toward this goal. It is our belief that traditional culture, ideals, morals, values, and knowledge offer healthy alternatives to unhealthy behaviors.

Throughout this program we will talk about **Minobimaadiziwin “A Good Way of Life”** and what that means to Anishinabe people. We will assist program participants to discover and strengthen their cultural identities and to promote community wellness through the teachings and practices of traditional Anishinabe ways.

It is our belief that we cannot promote the well-being of youth without working with the family as a whole. Families have a big impact on the daily lives of our young people. For this reason, we think it is important to encourage the involvement of parents and youth.

We also want to say that we will be using the word “parent” throughout the sessions, but we are not referring to only a biological mother or father. We think of anyone responsible for raising a child and helping them grow up to be happy, healthy and whole individuals to be a person in the role of a “parent.”

During the program, parents and children will participate together in family group activities as well as in separate activities. This allows us to have age-appropriate curriculum for the youth and allows the adults to talk about parenting.

Raising kids can be difficult, but it is also very rewarding. We will be talking about the good aspects of parenting from two cultures: the Anishinabe and the European American culture. We believe that it is important to be proud Anishinabe people and hold onto traditional ways, while also changing and adapting to new ways of living and parenting.

We highly encourage the inclusion of spiritual and ceremonial observances to take place at each session. Opening each session with smudging is an excellent way to separate the outside worries from the session. We also recommend incorporating a closing prayer at the end of each session.

One family at a time, we can make our reservation a happier, healthier, and safer environment for our children and for the generations to come.

****Disclaimer:** This manual will be utilizing Ojibwe double vowel and phonetic language systems. We recognize that there are variations in spelling from region to region. The words Anishinabe, Ojibwe, and Native American may be used interchangeably.

PREPARATION

Before Each Session

Before each session, we recommend you take a few minutes to review this list. Having everything prepared before the session begins will help it go smoother, quicker, and make the experience better for the families. These are things you will need at every session.

BEFORE THE SESSION

- ☐ Take about 30 minutes to review the session material **prior** to arriving at the meeting site.
- ☐ Arrange for a Guest Elder to attend the session and give them information about the session topic.
- ☐ Schedule the meal to be catered, prepared or delivered.
- ☐ Check the **supply boxes and plastic facilitator tote** and ensure all necessary materials are included.
- ☐ Review the assigned Adult and Youth Workbook pages to be familiar with their activities.
- ☐ Watch any videos that are part of the session – test the audio and video functions.
- ☐ Check the material and preparation check list that is specific to the session and compile the necessary supplies you may need.

ARRIVING AT THE SESSION FACILITIES

- ☐ Arrive at the meeting site 30 minutes **before** the session to prepare for the activities.
- ☐ **Locate** the restrooms, water fountains, first aid kit, and emergency exits in the building.
- ☐ Ensure that there are trashcans available and are within reach for the **disposal** of paper plates, silverware, and other trash items.
- ☐ **Set up** a table that holds lanyards, name tags, markers, raffle supplies and workbooks.
- ☐ Put on a **name tag** or wear your **BZDDD lanyard** even if everyone knows your name.
- ☐ **Display** the Attendance Chart and have stickers available to mark family attendance.
- ☐ Double check any video or audio **equipment** to make sure it is in working order.
- ☐ Ask the Guest Elder to arrive a few minutes early to **review** the session materials.
- ☐ Have a camera or phone ready to take **pictures** during the session.

PREPARATION

Supply Boxes & Weekly Necessities

Before each session, take a few minutes and ensure that all necessary supplies are in the supply boxes. You may not use all of the supplies in the box, but keeping them all in one place will make them easier to keep track of.

The Supply Boxes

The supply boxes have been pre-filled and prepared with almost all of the materials you will need to facilitate each weekly session. A list of the materials included in the two supply boxes is shown below:

☐ Pens and Pencils ☐ Markers ☐ Crayons ☐ Construction Paper ☐ Scotch Tape ☐ Glue, Glue Sticks, Glue Dots ☐ Scissors ☐ Stickers and Eye Stickers ☐ Ball of Yarn or String ☐ Chart Tablet Markers ☐ Dry Erase Markers ☐ Deck of Cards ☐ Index Cards ☐ Blue and Red Cups ☐ Plastic Table Cover ☐ Sacred Tree Puzzles	☐ Raffle Tickets and Raffle Jar ☐ Crayons ☐ Pencils ☐ Pencil Sharpeners ☐ Pencil Erasers ☐ Ribbon ☐ Rhinestones ☐ Washi Tape ☐ Scrapbooks ☐ Paper Sacks ☐ Paper Squares ☐ Hole Punch ☐ Light Up Button ☐ Mishomis Coloring Books ☐ Minobimaadiziwin Board Game ☐ Book: Walking Toward the Sacred
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There are some materials that you will only need once during a single session. These are found in the [Materials](#) list and instructions are provided in the [Preparation Checklist](#) at the beginning of each session.

There are numerous materials you will need at **EVERY** session. The material list below is important to review before every session to be sure you have all of the required materials to meet the objectives of each week.

Things You Will Need At Every Session

☐ Supply Boxes ☐ Plastic Facilitator Tote (see below) ☐ Attendance Chart and Stickers ☐ Raffle Tickets and Raffle Jar ☐ BZDDD Lanyards and Name Tags ☐ Program Workbooks ☐ Take Home Booklets	☐ Smudge for Guest Elder ☐ Tobacco (asemaa) ☐ Camera or Phone with Camera ☐ Multiple Talking Circle Symbols ☐ Chart Tablet ☐ Gift Cards and Receipts ☐ Weekly Session Evaluation Forms
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Plastic Facilitator Tote

☐ Sign In and Photo Consent Forms ☐ Name Tags and Lanyards ☐ Smudge Kits ☐ Tobacco Pouches ☐ Tobacco ☐ Facilitator Manual (w/ BZDDD DVD) ☐ Facilitator Training Manual	☐ Facilitator Folder • Example Scrapbook Pages • Example Puppet • Sacred Tree Puzzle Handout • Emotion Gauges • Anger Busters and Producers • Jeopardy Game Cards • Trust Activity Walk Slips • Gifts and Values Slips • Ojibwe History DVD
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USING THE MANUAL

How the Program is Set Up

The program is set up in **14 Sessions**. We suggest planning about 2.5 hours for each session, including a group meal. The highlights of the program are provided below, along with information on how to use the manuals and general program logistics.

Symbols:

Symbols are used throughout this manual to help direct you to what is coming next and prepare materials when needed. The symbols mean:



Take Pictures



Video to Show



Take Home Activity



Raffle Tickets



Talking Circle

Program Highlights:

- **As the Families Arrive-** When families arrive, the facilitators will be very busy. Have one facilitator assist every participant sign the "Session Sign In and Photo Consent" form. Another facilitator should assist youth putting a sticker on the Attendance Chart and helping families get their materials. Facilitators will distribute adult and Youth Workbooks and BZDDD lanyards with name tags that are kept in the family folder in the plastic facilitator tote.
- **Workbooks and Take Home Booklets-** Each eligible child will receive a Youth Workbook and a Youth **Take Home** booklet. One Adult Workbook and one Adult **Take Home** booklet will be assigned to each family to share. Facilitators will collect the Workbooks at the end of each session and store them in the family folder in the plastic facilitator tote.
- **Attendance Chart-** During each session check-in, the kids will put a sticker on the family Attendance Chart. Facilitators will hand out an attendance raffle ticket to each child as they sign in. Make sure to write the child's name on the ticket we keep before putting it into the Raffle Jar – or we won't know who won the raffle!



- **Session Opening-** During each session opening, facilitators will gather families together and thank them for participating in the program. A facilitator or participant should offer tobacco (asemaa) to the Guest Elder before asking them to open the session. The following suggestions can be utilized during the opening:
 - Ask the Guest Elder or family member to give an opening prayer.
 - Ask the Guest Elder or family member to smudge to open the session.
 - Ask the Guest Elder to say a few words on the night's topic.

- **Italics-** Sections of the manual facilitators that should be read out-loud are indented and in italics throughout the program manual.

A variety of discussion formats are used for this section.

- **Raffles-** We plan to hold two raffle drawings: one towards the middle of the program, and another at the celebration feast. Youth will be eligible to get a raffle ticket each week for attendance, and youth will also receive a raffle ticket for each Take Home assignment they have completed. Youth also receive additional raffle tickets during some session activities. If the youth attend each week and they complete the Take Home assignment each week they will increase their chance of winning!



- **Pictures-** Facilitators will need to take pictures during the sessions. There are reminders in the manual suggesting good times to capture pictures. There are also suggestions that families take pictures of their own during their weekly Take Home activities. You may need to think of the best ways for families to get their pictures printed and developed. In Session 13, the families will assemble a scrapbook and much of the scrapbook will be made up of pictures of families participating in the program.



- **Videos-** Most session videos are viewable via both internet URL or the provided DVDs. A few videos are only available via internet URL. When utilizing the internet for viewing videos, please be sure to check that the meeting location has a fast enough internet connection for viewing web links. Also be sure that you have a video screen or projector large enough for all families to be able to watch the videos.



The videos designated as **BZDDD Video** were made specifically for this program! In cooperation with local Prevention Research Councils (PRCs) a team of researchers and videographers came to each of our partner communities to conduct interviews and filming. Each film features insights and interviews with Elders, service providers, professionals, parents, and youth.

All of the BZDDD videos can be watched via the internet at:

<https://www.youtube.com/playlist?list=PLtHXRv86W9IbeIXiIPsv1kDxIOqBRoBN>



- **Talking Circles-** Talking circles are utilized as a way for families to communicate and build active listening skills. We encourage using the format during the sessions throughout the program. Families are also assigned Take Home activities that include practicing the talking circle format at home.
- **Youth and Parent Breakout Sessions-** During most sessions there will be times that parents and youth are separated for activities. Parents and youth should separate to different rooms or different parts of the building. A facilitator should be with each group during the breakout sessions. We can expect that this break may be an appropriate time for bathroom breaks. Try to give families a timeframe to keep things moving on schedule. You will want to keep the youth in the area where you started as they will be using crayons, markers, and other materials from the supply boxes. Parents will want to take their Adult Workbooks and pens or pencils with them to their breakout area. When the breakout sessions are complete, families will be gathered together for final activities, announcements, and **Take Home** assignments and instructions.
- **Session Closing-** This time is for gathering families back together and thanking them for participating in the program. This also includes gathering any materials that need to be collected and cleaning up the meeting space. The following should always be completed during each session closing:
 - Ask the Guest Elder or a family member to give a closing prayer.
 - Collect Adult and Youth Workbooks or any other paperwork in the family folders in the plastic facilitator tote.
 - Collect BZDDD lanyards and put them in the family folders.
 - Pass out visa gift cards and get receipts signed.
 - Complete the weekly session evaluation form for each session.

Program Logistics:

- **Facilitators** - Three facilitators should be present at each session. Two of the facilitators will work with the youth and one will assist the parents during breakout sessions. If three facilitators are not available, two facilitators may work together to deliver the program content. In this case, one facilitator will work with the youth and one facilitator will assist the parents during breakout sessions.
- **Meals** - The curriculum is set up with the meal at the beginning of each session along with an opening and traditional blessing of the food. Depending on the time of day, your session may flow better with the meal at the end. You may adjust accordingly, but make sure to always include the Welcome and Opening for each session.

- **Offering Tobacco** – Tobacco may be offered at the beginning of each session to model the proper way of offering tobacco for families. Tobacco could also be used when approaching Elders about attending sessions and during sessions when appropriate.
- **Guest Elders Participation** - One Guest Elder will be invited to each session and paid an honorarium of a \$50 Visa Gift Card (Tan 'Thanks' Card) for participating. We have found that Elders enjoy their participation and by inviting different Elders each week, families become familiar with several of their local Elders.
- **Gift Cards and Receipts** - One adult from each family will receive a \$20 Visa Gift Card (Red Card) and ALL eligible youth will receive a \$10 Visa Gift Card (Blue Card) for participating in the weekly sessions. Additional family members will not receive payment for attending. All participants who receive a gift card will be required to sign a receipt.
- **Additional Family Members** - We encourage extended adult family members (Grandparents, Aunts and Uncles) to attend the sessions. For purposes of successfully running the activities during the programming, we discourage youth who are NOT age eligible from attending. Younger youth will likely get bored during the program and may distract the families from their one-on-one and group work and older youth (especially those who may already be engaging in some negative behaviors) may influence the younger youth to not participate in the program activities.
- **Photo Development** - Facilitators will need to arrange for photo development for session photos and help families with their own photo development as needed. Photos will be used during the scrapbook activity in Session Thirteen.
- **Weekly Session Evaluation and Online Fidelity Logs** - Complete the brief one-page 'Weekly Session Evaluation' form for your records at the end of each session. Remember to go online to the fidelity survey link every week to complete the online weekly session evaluation BEFORE your next session. This is CRITICAL to measuring the success of the program. The online fidelity survey can be accessed at: <https://tinyurl.com/bzdddeval>.