

## **ADAPTABLE INTRODUCTION**

The curriculum allocates time for 15-minute introductions at the beginning of each module, which can be completed in 10 minutes depending on participant comfort and familiarity, the size of the group, and whether the curriculum is delivered in person or virtually.

Trainers should commence each module with an introduction, which can be adapted to circumstances where trainers have determined that participants have been sufficiently acquainted and oriented.

- **Trainer & Participant Introductions [10 mins]**

Trainers will welcome participants, briefly introduce themselves, and inform participants of any available personal support functions, such as the location of restroom facilities or virtual tech support.

Trainers will then recognize participants to introduce themselves by calling on each participant by group and directing participants to state their name and role within their respective judicial environments. For virtual trainings, participants may be invited to indicate their names and roles in the chat box.

Note: Time is of the essence during the initial round of introductions, which should not be repeated for subsequent modules unless the body of participants substantially changes. While trainers will likely exceed the time allotted depending on the number of participants, take care to encourage participants to proceed as quickly as possible. While the identification of participants' roles is helpful for trainers and participants to know their range of experiences, if necessary, participants should be gently encouraged to avoid excessive and time-consuming details.

Adaptation: For modules commenced after participants have already been sufficiently acquainted and oriented, consider using this time for a “getting to know you” icebreaker or to check-in about any lingering questions or concerns about previous modules.

- **Training Goals and Program Information [5 mins]**

Trainers will state the following, taking care to summarize and paraphrase instead of reading:

- The goal of this training is to improve responses to sexual and gender-based harassment impacting judicial environments in a manner that centers safety, respect, and dignity for people who work in – or who are regularly engaged with – a court.
  - For Module 1: This module will focus on the fundamentals of sexual and gender-based harassment affecting judicial environments.

- For Module 2: This module will explore ways to prevent and respond to sexual and gender-based harassment in judicial environments.
- For Module 3: This module will help you develop leadership strategies to help create and sustain a culture of safety, respect, and dignity within your respective judicial environments.
- This training was developed collaboratively by the National Association for Court Management (NACM), the National Association of Women Judges (NAWJ), the National Council of Juvenile and Family Court Judges (NCJFCJ), and Futures Without Violence, with the generous support of the State Justice Institute.
- An Advisory Committee of distinguished judicial officers and court managers from all parts of the country also informed the development of this training.
- Content Note: This curriculum includes discussions of harassment and violence.
  - Be aware of your reactions and take care of yourself first.
  - Respect confidentiality.
  - Please discuss these issues from a place of empathy rather than judgment.