



Hosting a Panel Discussion

In the original workshops, AHC invited many community groups, organizations and individuals to come and share what they have learned about social inclusion. The discussions were meant to provide concrete examples for participants to learn from. To read more about the original workshops see the Workshop Memories linked to this chapter.

Workshop 6 – Relationship and Community Building for Inclusion (Tony Wallace and Darlene Arseneault), Workshop 16 – Finding One’s Place in the Community (L’Arche)

Key themes that will be explored in this workshop:

Learning from other community organizations, individuals and associations about successful inclusive people, practices and organizations.

Time:

3 hours

Supplies:

Flipchart with paper

Markers

Overhead projector and gels (optional for displaying handouts)

Photocopies of handouts from presenters (to be collected in advance)

AV equipment as requested by the presenters

Facilitator Note:

Constructing a Panel

Choosing speakers for a panel discussion requires some consideration of the participants and the topics presenters will discuss.

Thinking about what the key learning needs of the participants are will assist in choosing the right speakers. For example if the group is made up largely of people with an interest in community initiatives the speakers may be different from a group of service providers. It is helpful to have a selection of speakers from several backgrounds that can speak across various areas of inclusivity.

The biggest challenge may be in finding successful examples on inclusive initiatives and organizations. When inviting organizations or individuals to present, consider what the organizations/person reputation is amongst the people who are affected by the organization/person's work.

In the Appendices at the end of this manual is a listing of the presenters from the first dialogues hosted by Action for Healthy Communities in 2005 – 2006.

Number of panelists

In a three hour session it is advised to limit the number of panelists to four. This allows each panelist to speak for 20 minutes. Then the group can break and come a Q&A session can happen.

Networking Opportunity

This workshop is constructed with a half hour social opportunity at the end. This allows participants to network and to discuss specific issues with the presenters.

Ensure that there is food and drink available for the event.

9:00 am – 9:15 am

Introductions and Housekeeping

Allow participants to introduce themselves

Identify smoking areas, bathrooms and break times for the group

9:15 am – 10:45 am
Presentations

Panelists will present for twenty minutes each.

Facilitator Note:

Having a moderator for supporting panel discussions is helpful. A moderator will introduce the panel and also assist in taking questions from the floor after the presentations.

Time is adjusted for 2 – 3 minutes between presenters

10:45 am – 11:00 am
Coffee Break

11:00 am – 11:30 am
Q and A

Question and Answer period for participants

Facilitator Note:

Handout the evaluation form for people to complete prior to the social event

11:30 am – 12:00 pm
Wrap-Up

Networking between panelists and participants
