
THE NEXT CHAPTER NETWORK
CHAPTER ESSENTIALS

Tips for *Facilitators*

Everything you need to know (and nothing you don't)

Turn the page. With purpose.

You've Got This

Facilitating a Chapter Night isn't about being a leader, a therapist, or the most eloquent person in the room. It's about keeping the flow moving and making sure everyone feels heard. The facilitation guide does the heavy lifting — you just follow the steps.

YOUR JOB AS FACILITATOR

- Read the prompts from the guide — out loud, exactly as written. That's it.
- Keep an eye on time. Gently move things along if one section is running long.
- Make sure everyone gets a turn. If someone hasn't spoken, invite them in.
- Hold the ground rules. If someone starts giving advice, gently redirect: "Can you share from your own experience instead?"
- Be the first to be vulnerable. If you share honestly, others will follow.

WHAT YOU DON'T NEED TO DO

- Have all the answers (or any answers, really).
- Be a therapist, a coach, or an expert on anything.
- Make sure everyone has a breakthrough every meeting.
- Fill every silence. Silence is where the thinking happens.
- Facilitate every single month. Rotate if you want to.

Practical Tips

Print the guide.

Having it in front of you means you never have to remember what comes next. Just read and follow.

Set a timer.

Use your phone (on silent) to loosely track sections. Don't be rigid — but a gentle awareness of time keeps things fair.

Start on time.

Even if not everyone is there. It sets the tone that this matters.

Name the awkwardness.

If the first meeting feels a little stiff, say so. "This might feel weird at first — that's totally normal." It breaks the tension.

End with warmth.

Thank people for showing up. It sounds simple but it lands.

*The best facilitator isn't the one who talks the most.
It's the one who makes everyone else feel safe enough to.*