



## FACILITATOR DUTIES AND RESPONSIBILITIES

1. Work in coordination with your PETS facilitator partner to ensure that you understand the program curriculum and can provide relevant content for participants. Decide which partner will present which modules. You should take ownership of how you shape your session.
2. Complete Lone Star PETS Facilitator Learning Plan from the Rotary Learning Center. The link is below:  
<https://my.rotary.org/learn?deep-link=https%3A//learn.rotary.org/members/learn/learning-plans/577/lone-star-pets-lspets-facilitators>
3. PowerPoint presentations are optional. If you would like to use a PowerPoint presentation you will need to create one that fits your style. A template will be provided.
4. Provide appropriate communications with your facilitation group prior to PETS. A list will be provided to you with participants' names and contact information approximately one week prior to PETS.
5. You are responsible for providing all resources needed to be in your room such as flip charts, markers, tripods, projector, computer, etc. You should alert a ranger if you need a screen in your room.
6. Allow time at the end of each session to fill out the evaluation which will be created in advance and will be accessible on the PETS app. A QR code will also be supplied.