

## Program for Debrief/Reflection Retreat

### Debrief/Reflect on a Specific Time Period or Event

#### Describe Event

- Write or draw a chart or picture - What is the thing that you want to debrief/reflect on?
- Take 30 – 60 minutes to describe what happened.
- Review documents, schedules, emails, anything related to it to help you fill in the picture.

#### Now, react:

- What do you notice first? What stands out to you?
- How would you summarize to somebody, if you were telling a story?
- What details feel significant?
- What did you like? Not like about this experience?
- What different feelings come up? – overall? And for standout details?

#### Start to Own It

- How has this experience impacted you? How are you different because of it?
- If you did this again, what would you change?
  - What parts were wounding or difficult? Optional – for these, spend some time visualizing how you would do these differently. Close your eyes and imagine making a different choice, and play it out. Breathe deeply.
  - How would you prevent any of the parts you didn't like...moving forward? Ex: identify red flags (for prospective clients, contracts, working conditions), create new policies, add assessment steps before starting something, arrange for more help
  - How would you support yourself / keep the positives there? Ex: call in a subcontractor, charge more money, build in more time, add more self-care
- If you did this again, what would you keep/do the same?
- What are you happy about? What did you learn?

#### Closing up

- How do you feel now?
- What are the top things—insights or new behaviors—you want to take-away from today?
- If you are making any changes, based on your reflection, what is the #1 thing you commit to doing?