

April 2023

## FACILITATOR NOTES

1. The objective of AFMC Connect is to provide an opportunity for meaningful conversations within our units – resulting in stronger connections and increased cohesion. Social ties that accompany a sense of belonging as well as increased connectedness are identified as protective factors associated with preventing suicide.
2. Supervisors have the flexibility in facilitating these discussions in already existing forums (i.e. staff meeting, roll call, guard mount, shift change, PT, etc.).
3. It is important to introduce the monthly discussion in your own words in a way that meets the needs of your personnel.
4. **Virtual Tip:** Forge individual connections by tailoring your approach to fit each member of the team. Start by conducting weekly/ bi-monthly one-on-one or small group sessions. This allows you to gauge how they're handling their workload and offers you the opportunity to provide guidance and support.
5. Each month a theme and corresponding tool has been established to support ongoing AFMC Connect discussions. Those monthly themes feed into a broader quarterly message – this quarter's message is "Attentive".
  - April - Present
  - May - Engaged
  - June - Attentive
6. For additional information on facilitating discussions and local points of contact, you can find the full implementation guidance here:  
<https://www.afmc.af.mil/connect>

## FRAMING THE CONVERSATION

The importance of being present is more than physically sharing the same space with someone. In fact, you can be present in a virtual environment. Being present is more about the type of interaction you have with an individual by choosing to give them your undivided attention. People feel valued when we as leaders, supervisors or peers take the time to prioritize their concern, celebrate a success, or simply find out how their day is going. Being present includes active listening, non-verbal communication, and engagement. It is also important to understand that in order for us to be present we do need to take time out when necessary to focus on ourselves. Choosing to take care of you provides more opportunities to be there for others. Learning to be present in the workplace will positively impact opportunities for stronger connection among you and your team.

Here's a list of things you and your team can do to become more present:

- Set aside distractions when engaging with someone
- Accept a situation for what it is
- Slow down, do one thing at a time
- Prioritize people over tasks
- Find moments for grace and gratitude

### Suggested Discussion Points:

1. What can you work on to be more present at work?
2. How can you build a workspace that encourages positive engagement?
3. As a leader, supervisor, or peer, how can you encourage others to be more present?

### Take Action:

- Reach out to EAP/MFLC/Civilian Health Promotions for a class on Mindfulness.
- Minimize distractions during team meetings by asking participants to put phones away, close email and/or TEAMS, etc.
- Be intentional as an individual and/or a team—develop a list of activities or behaviors that promote connection.

We welcome your feedback on how we can make these products more effective. Please utilize the following link or QR Code:  
<https://www.surveymonkey.com/r/CY23CONNECT>.

