

## *1 Co-Facilitator One*

**Before we get started, some reminders on how to participate effectively in our virtual meetings:**

- 1. Please mute yourself until you are ready to talk. This will cut back on some of the annoying background noise we sometimes hear in conference calls.**
- 2. If you are using a phone and don't have a "mute" button on your phone, please try pressing \*6 to mute yourself and again to un-mute. Let's all try muting ourselves now.**
- 3. The co-facilitators do have the ability to mute someone if needed, but we prefer not to have to do that unless absolutely necessary.**
- 4. If you are using your webcam and have the camera "on" please do not eat food, smoke, or walk about during the meeting. It can be distracting to other meeting participants. If you need to eat or move about, please turn your camera off as a courtesy to others. Let's all try turning off our web camera now, and then turn it back on again. (Wait for people to try this out). Thank you!**

**Who do we have in the meeting right now? First name and location only, please. (Wait for people to introduce themselves by first name and location. Then begin the recovery meeting and "lock" the virtual meeting door if that feature is available (e.g., in Zoom, WebEx, Intercall))**

**Thank you. I will now "lock" the meeting so no one can disturb us during our shares. Let us now begin our ASCA recovery meeting....**

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**Good morning/afternoon/evening and welcome to ASCA. My name is \_\_\_\_\_**

**And I will be the Co-Facilitator for this meeting along with \_\_\_\_\_.**

**As we begin our meeting, let us pause for a moment of silence to reflect on what we are feeling and what we want to accomplish here today.**

**(Pause for about 30 seconds.)**

**The purpose of ASCA is to bring together within a nurturing and supportive community, we who were abused as children either physically, sexually or emotionally. Our meetings empower us to transform our identities from victims to survivors to thrivers.**

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By participating in this meeting we all agree to honor and abide by the guidelines contained in the Welcome to ASCA handout, the philosophy and spirit of ASCA as well as any interventions made by the Co-Facilitators. The Welcome to ASCA handout describes important information concerning how to safely participate in our meeting and how to maximize your experience.

Also, by participating in this meeting we all agree to refrain from cross-talk.

Cross-talk is defined as engaging in direct dialogue with someone or referencing someone else in the group ---whether during your own share or at any other time. It also includes referring to the content of another person's share. The only exception to this rule is the brief period following a presenter's share if the speaker chooses to receive supportive feedback from the group.

Who would like to volunteer to read the ASCA Meeting Guidelines contained in your Welcome To ASCA Handout, on page two? **(NOTE: If no one volunteers, read the guidelines below.)**

### ASCA Meeting Guidelines

Please remember that we **all bear responsibility** to keep this meeting **helpful and safe**.

<b>Do:</b>	<ul style="list-style-type: none"><li>◆ Show respect for each other and for the group</li><li>◆ Stick only to the requested feedback categories</li><li>◆ Speak about your own feelings/experience and use "I" statements</li><li>◆ Stay focused on the step or topic</li><li>◆ When in doubt, tone down your comments or ask for clarification from the Co-Facilitators</li></ul>
<b>Don't:</b>	<ul style="list-style-type: none"><li>◆ Don't shout or use excessive profanity in the group</li><li>◆ Don't use "should" statements</li><li>◆ Don't criticize, belittle, attack, or "tease" anyone in the group</li><li>◆ Don't try to psychoanalyze or "take another person's inventory"</li><li>◆ Don't interrupt another speaker or have side conversations (this includes side conversations in the chat room)</li></ul>

In addition to our "do's and don'ts", we ask that you observe the same guidelines as all ASCA meetings:

- Please join on time and remain until the conclusion of the meeting. Entering late or leaving the meeting early is disruptive to fellow participants.
- ASCA meetings are exclusively for adult survivors of physical, sexual, or emotional childhood abuse.
- This is an anonymous meeting. Only first names are used.
- What you hear today is told in confidence and should not be repeated outside this meeting.
- We ask that no one attend our meeting under the influence of alcohol or drugs, unless it is a physician-prescribed medication.
- ASCA meetings are not intended for survivors who are currently perpetrating abuse on others. Talking about past or present perpetrator type behavior is not permissible.
- Language that is considered derogatory concerning race, gender, ethnicity, religion, sexual orientation or other minority status is unacceptable in the meeting.
- By participating in this meeting, we all agree to abide by the spirit of ASCA, our guidelines and any interventions by the co-facilitators.

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**We, the Co-Facilitators, are responsible for maintaining safety and will intervene if the guidelines or meeting procedures are crossed. If you disagree with or have a question about an intervention by a Co-Facilitator, please discuss the matter with the Co-Facilitators after the meeting.**

**We will now read our Statement of Philosophy and The Stages and Steps. We need four volunteers to read the Statement of Philosophy. Who would like to read the Statement of Philosophy?**

**(Write down names of volunteers for your reference and ask the first reader volunteer to start, and so on.)**

Volunteer Reader One---

### **Statement of Philosophy**

**We are here today to face our past and reclaim our lives as survivors of childhood abuse. We know intuitively or objectively that we were physically, sexually, or emotionally abused as children. We believe that our abuse has affected who we are as adults today. We are determined to remake our lives by taking back what was once taken from us--- our innocence, our power, our right to determine who we are and how we will live in the world.**

Volunteer Reader Two---

**We hold our abusers responsible for the abuse whomever they may be for we, as children, wanted only their love. We hold that only we are responsible for our lives as adults. We accept that recovery involves discussing the memories of our abuse. We believe that there is power in remembering despite the pain that it will bring. We accept that we cannot do this alone. We need the help of others to transform the shame into self-compassion, self-empowerment and self-acceptance.**

Volunteer Reader Three---

**We believe that everyone has their own unique story to tell. We pledge to listen to every member's efforts to remember, grieve and heal. We will offer respect, support and hope to help challenge the self-judgments, self-criticism and self-blaming that holds us hostage to our past. We will hold in confidence what we hear of others' most vulnerable secrets. We will allow everyone to take the lead in deciding what the past means for them.**

Volunteer Reader Four---

**We are prepared to commit our hearts, our minds and our spirit to change our lives. We understand that we as children were victims. We believe that today, as adults, we are survivors. We trust that tomorrow with recovery we will live as thrivers. We pledge today to**

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**stand together united in our best efforts to heal from the past. We make this pledge to ourselves in the company of our peers on this day forward.**

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**We need three volunteers to read the Stages and Steps. Who would like to read the Steps?**

**(Write down names of volunteers for your reference and to help prompt them when it's their turn. Ask the first reader volunteer to start, and so on.)**

Volunteer Reader Five---

#### **Stages and Steps**

##### **Stage One: REMEMBERING**

1. I am in a breakthrough crisis having gained some sense of my abuse.
2. I have determined that I was physically, sexually or emotionally abused as a child.
3. I have made a commitment to recovery from my childhood abuse.
4. I shall re-experience each set of memories as they surface in my mind.
5. I accept that I was powerless over my abusers' actions which holds THEM responsible.
6. I can respect my shame and anger as a consequence of my abuse but shall try not to turn it against myself or others.
7. I can sense my inner child whose efforts to survivor now can be appreciated.

Volunteer Reader Six---

##### **STAGE TWO: MOURNING**

8. I have made an inventory of the problem areas in my adult life.
9. I have identified the parts of myself connected to self-sabotage.
10. I can control my anger and find healthy outlets for my aggression.
11. I can identify faulty beliefs and distorted perceptions in myself and others.
12. I am facing my shame and developing self-compassion.
13. I accept that I have the right to be who I want to be and live the way I want to live.
14. I am able to grieve my childhood and mourn the loss of those who failed me.

Volunteer Reader Seven---

##### **STAGE THREE: HEALING**

15. I am entitled to take the initiative to share in life's riches.
16. I am strengthening the healthy parts of myself adding to my self-esteem.
17. I can make necessary changes in my behavior and relationships at home and work.
18. I have resolved the abuse with my offenders to the extent acceptable to me.
19. I hold my own meaning about the abuse that releases me from the legacy of the past.
20. I see myself as a thriver in all aspects of life--- love, work, parenting and play.
21. I am resolved in the reunion of my new self and eternal soul.

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## *2 Co-Facilitator Two*

**In today's meeting we will concentrate on Step\_\_\_\_. Would someone like to volunteer to read the section on this step from the Survivor to Thriver manual?**

**A volunteer reads section on today's step from Survivor to Thriver Manual**

## *2 Co-Facilitator Two (continues)*

**Thank you for reading today's step.**

**(Name of volunteer)\_\_\_\_\_ has volunteered to be our presenter for this meeting and will have 15 minutes to share.**

Or

**Who would like to be our 15 minute presenter today?**

**(Wait to see if anyone volunteers. If not, move on to tag shares portion of meeting. If someone volunteers say)**

**Thank you for being our presenter today.**

**Do we have a volunteer to be the timekeeper today? If not, I will be the timekeeper. (Wait to see if anyone volunteers. If someone volunteers say)**

**(Name of timekeeper)\_\_\_\_\_, has volunteered to be the timekeeper and will let you know when you have one minute remaining in order to wrap up your share.**

**(Presenter shares for up to 15 minutes.)**

## *1 Co-Facilitator One*

**Thank you for your share (N)\_\_\_\_. Do you want to receive some feedback from the group, and if so, what type of feedback would you like?**

**(If the presenter responds that s/he wants feedback from the group proceed accordingly. If not then skip to the tag shares part that begins with--- "We will now have the tag share part---")**

**Since (N)\_\_\_ has indicated that s/he would like some feedback from us, I want to remind everyone to stick only to the type of feedback our presenter requested. Examples of the categories are in your Welcome to ASCA handout.**

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Each person who wants to offer feedback will have a maximum of one minute. The presenter, (N)\_\_\_ will choose from among those who volunteer. Since this a virtual meeting, if you want to offer feedback, please respectfully say your name, for example 'This is Joe' and the presenter will respond by saying, 'Yes, Joe'. And then Joe can provide his feedback. Please wait until the presenter acknowledges you. Also, remember that the receiver of feedback may discontinue the feedback process at any time.

Remember that this is not a time to give a mini-share about yourself. It is also not a time to offer advice or psychoanalyze what the person said. It is an opportunity to say something supportive directly to the person who just shared. If you are new to our meeting please review the information in the Art of Supportive Feedback found on the third page of your Welcome to ASCA handout. Remember that our feedback is for (N)\_\_\_'s benefit. Our feedback is most helpful when direct, clear and focused.

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One final thing about receiving feedback: it can be a pretty powerful experience. See if you can just "take it in" without responding back to the person. This includes saying, "thank you". Once the feedback time is up, you'll have an opportunity to say "thank you" and to comment on how you are feeling before we move on to the tag shares part of the meeting.

Let's take a few moments to gather our thoughts and feelings before the feedback process begins. (Pause for 15 seconds) **Who would like to offer (N)\_\_\_ some supportive feedback?**

(Presenter selects first person. After about 5 -10 minutes of feedback, Co-Facilitator One continues---)

## *1 Co-Facilitator One*

Thank you everyone. That is all the time we have to offer feedback. You can also offer additional supportive feedback after the meeting.

(N)\_\_\_, would you like to take a few moments to share with us how you are feeling?

(Allow the Presenter to respond for about one or two minutes.)

Thank you, (N)\_\_\_.

## *2 Co-Facilitator Two*

We will now have the tag share part of our meeting. This means that the first volunteer picks the second speaker from among the people who volunteer. And the second speaker then picks the third speaker. And so on until our time is up. For the tag share we ask that you limit

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**your shares to \_\_\_\_ minutes or less so that as many people as possible can have an opportunity to speak. (Timekeeper)\_\_\_\_\_will let you know when you have one minute remaining. You will then have one minute in order to wrap up your share.**

### *1 Co-Facilitator One*

**There is no feedback allowed during the tag share portion of our Rotation B meeting. This will give more people a chance to share. So for today's meeting, if you want to offer feedback directly to a person's tag share, please do so in a respectful manner after the meeting is over. Please remember not to "cross-talk". Cross-talk is defined as engaging in direct dialogue with someone or referencing someone else in the group. It also includes referring to the content of another person's share.**

### *2 Co-Facilitator Two*

**In today's meeting we are concentrating on Step\_\_\_\_\_. (Read the Step)**

**We encourage everyone to focus their shares on this Step today.**

### *1 Co-Facilitator One*

**Before starting our tag shares let us pause for a moment to gather our thoughts and feelings concerning what we want to share. (Pause for a few moments.)**

**Do we have a volunteer to start the tag sharing? (Co-Facilitator One selects a volunteer from among those who volunteer to start the tag shares. When the time has concluded for sharing Co-Facilitator Two continues---)**

### *2 Co-Facilitator Two*

**Thank you for your shares. Before we conclude our meeting we want to give anyone who wishes to do so an opportunity to make a brief comment, of about 20 seconds or less, on how they are feeling as we prepare to close out this meeting. Please refer to your handout for some tips on feelings. Reviewing this list might help you associate a label or word with the feelings you are experiencing right now.**

**I will begin and we will proceed around the circle. If you do not wish to speak just say 'pass'**

**(Co-Facilitator Two begins with his/her closing comment then the next person who wants to close can do so -- using the same format "this is \_\_\_\_\_" .)**

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**Thank you. That is all the time we have for now. Normally we would pass around a basket at this time for donations. Because this is a virtual meeting, please visit [www.ascasupport.org](http://www.ascasupport.org) to donate your weekly or monthly meeting contributions by clicking the Contribute to ASCA button. Thank you, in advance, for keeping our meeting self-supporting.**

**We also recommend you download a copy of the Survivor to Thriver workbook, or purchase a printed bound copy, from our website, if you don't already have one. In addition, you'll find a link to the e-book version of Soul Survivors, Second Edition. This book is considered by many in ASCA to be what the "Big Book" is to the 12-Step Program.**

### *2 Co-Facilitator Two-*

**Are there any announcements relating to ASCA?**

**(Here announcements can be made including the next business meeting date. People can make suggestions about books, therapies etc. This moment can also be used as an educational moment , for example, to remind people about meeting guidelines if any were crossed.)**

**Next week will be a Rotation A open share meeting. This means that shares can be about any of the steps we are working on, or any other aspect of our recovery journey.**

**It is our tradition to recite our Closing Statement at the end of each meeting. Please refer to your handout and read along with me silently as I read out loud.**

We have come together to face our past, united in survival, determined to rebuild our lives by healing the pain and transforming our shame.

We will find comfort in our safe places wherever they may be. Feelings can be felt, memories can be recalled and sensations can be soothed.

We close our meeting now with renewed faith in our power, armed with self-knowledge, fed by our strength drawn from survival, empowered by the challenge of change and graced with a sense of hope for what our future can be.

**Please join us again next week. Thank you for your participation and support.**

**Remember that you may be feeling very tender and vulnerable after a meeting like this. So be very gentle in all your interactions--- especially with yourself.**