



RESPONSIBILITIES OF FACILITATORS FOR STP AFFINITY GROUPS

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The following are the responsibilities of the facilitator/facilitators of the STP Affinity Groups.

- Each facilitator or set of facilitators will serve in that role for one year, from August 1 – July 31. The VP of Diversity and International Relations for STP will advertise for new facilitation leadership for the affinity groups each year before August 1.
- Each facilitator will monitor the forum regularly, and they have the authority to remove content and/or people who violate STP policies and procedures on [professional and respectful conduct](#). The Associate Executive Director of STP (aed@teachpsych.org) is available for consultation or assistance with this, should their help be needed.
 - o How to delete forum posts
 - Log into STP website
 - Visit your affinity group page
 - In top right corner of browser, click Admin View
 - In top left corner of browser, click Edit
 - Click on forum topic or post you would like to delete
 - Click Delete
 - o How to remove a person from a forum
 - Email STP's Assistant Executive Director at aed@teachpsych.org.
- Each facilitator should be familiar with the [APA social media/forum policy](#).
- Facilitators are responsible for managing group conflict that might arise within the group. If consultation is needed about navigating this, the Associate Executive Director of STP (aed@teachpsych.org) is available to serve in this role.
- There is no set of tasks or requirements for the person or people in the facilitation role for how they facilitate the group during their term. Facilitators have flexibility in the structures and processes created and maintained for the affinity group to achieve its goals. There is value in continuity in structure from year to year and there are benefits from incorporating new approaches into existing structures. Facilitators have a lot of autonomy in how they create connection, support, and community for their group.
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