**Small Change, Big Impact session plan and further information**

* This session is provided for RCOT branches to use to take part in the Small Change, Big Impact campaign.
* RCOT staff are happy to talk through the session with facilitators before the event. Please let us know the date of your event and we can arrange a time. Contact either [Clare.Leggett@rcot.co.uk](mailto:Clare.Leggett@rcot.co.uk) or [Stacey.Abraham@rcot.co.uk](mailto:Stacey.Abraham@rcot.co.uk)
* The session is planned to take an hour. It can be kept quick and simple or if you have longer, you can spend more time talking about examples and writing them.
* If the group wishes to do more on promoting their stories, there is an additional section which will take up to 30 minutes.
* The session can be facilitated by one or two people.

Approximate timings

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| **Who** | **Mins** |  |
|  | 5 | Welcome and housekeeping (slide 1). |
|  | 5 | What the session will include and introduction to Small Change, Big Impact (slides 2, 3, 4, 5). |
|  | 10 | How to write a Small Change, Big Impact (slides 6-10)   * Talk through the slides * Highlight the additional RCOT resources available * Facilitated discussion on the concept and the examples - talk about what makes a good story and what doesn’t – use the story wall, if you are able to, for a larger selection of stories |
|  | 15 | Participants split into groups to work on their own Small Change, Big Impact. (Slide 11) Looking at three questions and examples that are either:   * Personal * Team * Service   (facilitated discussion)  Feedback. Each group nominates one example from the table to share with the whole group (slide 12). |
|  | 15 | Upload your story (slide 12) |
|  | 5 | Share your story (slide 13 and 14))  Show how to share a story – use one already on the wall and share on social media.  Remind participants that they will be notified once their story is approved and on the story wall and encourage them to share. |
|  | Short session  5 | Go to slides 19 and 20  Summary and reminder to contact RCOT  Close and evaluation |
|  | **TOTAL**  **60** |  |
|  | Longer session  10 | More on promoting your story (Slide 15 and 16)  Telling your story  Write / record / film  Practice telling your story in your group |
|  | 15 | Communicating your stories (slides 17 and 18)    Where can you talk about your story – gather ideas, how can you demonstrate impact and promote your story to people  (facilitated discussion) |
|  | 5 | Summary and reminder to contact RCOT (slides 19 and 20)  Close and evaluation |
|  | **Total  long session**  **90** |  |