



## **CCC Group Facilitator Process (Steps)**

The goal of the Group Facilitator Program is to enhance CCC's online professional development courses by allowing students to enjoy both the benefits of our self-paced format and cooperative learning! If you are interested in becoming a Group Facilitator, simply follow the 4 steps below. If you have additional questions about the Group Facilitator Program, please send an email to Sarah Martinez at [smartinez@collegecreditconnection.com](mailto:smartinez@collegecreditconnection.com).

1. Select and facilitate a course with colleagues. Colleagues do not have to work at your school or district! The CCC website has resources available for you to use to invite your colleagues to take a course with you (see the Group Facilitator tab on the CCC homepage).
2. Complete the CCC Group Facilitator Program enrollment form after you and your colleagues have enrolled in the same course. Submit the form to Dana Schwartz at [dschwartz@collegecreditconnection.com](mailto:dschwartz@collegecreditconnection.com). Upon confirmation, CCC will send your Group Facilitator certificate and gift(s) to you!
3. Meet as often as you'd like (face-to-face, virtually, email, Facebook group, etc.) to discuss what you are learning, share ideas of how to apply the content, collaborate on lesson plans and assessments, and reflect. Also, you may include your group collaboration time in each of your Journal Logs!
4. Group members must submit their coursework individually. All assignments must be original.