

Synopsis:

Exan's lunch-and-learns are monthly, on-site hour-long workshops that maximize participant benefit through distance education tools and effective interactive facilitation by Exan health experts.

How They Work:

1. One person from your organization is selected to work with Exan as the on-site facilitator. The three hour per month work commitment involves securing a meeting room within the workplace, distributing handouts, and directing activities in the lunch-and-learn as requested. If multiple offices are involved, a facilitator will be required for each location.
2. Ten days before the lunch-and-learn, Exan sends an email invitation to the on-site facilitator, who distributes it to all employees.
3. On the second Thursday of the month, the on-site facilitator receives a facilitator's package from Exan, prints copies for each attendee, gathers the group in the designated room, and dials into Exan's teleconference line with a speaker phone.
4. The Exan facilitator (health expert) conducts a 30-minute interactive presentation, concluding with a Q&A. The on-site facilitator distributes handouts for each participant to complete, such as an assessment, which personally engages them in the topic.
5. The Exan facilitator then directs participants to break into small groups, select a small group leader, and follow the activity page from the handout. This encourages positive group dynamics and support on the topic.
6. The lunch-and-learn wraps up with the facilitator recommending activities to reinforce learning and additional support resources. They also preview next month's lunch-and-learn topic and speaker.

Speakers:

Lunch-and-learn speakers are accomplished health experts specialized in group facilitation. The topics covered will correspond with the monthly themes featured in the Wellness Planner.