



CRAFT WORKSHOPS

SAFE + BRAVE SPACE GUIDE FOR TEACHING ARTISTS

LitArts RI is committed to providing a safe, brave, inclusive and accessible space to all workshop participants, regardless of race, ethnicity, class, citizenship status, age, size, abilities, sexual orientation, gender identity or gender expression.

WHAT WE PROVIDE

LitArts RI Staff will be on hand during the first session of your workshop to welcome participants to the Center and provide a general introduction to LitArts RI offerings and support. Please allow for 10 minutes at the beginning of your workshop for Staff to provide a land acknowledgement, accessibility statement and the following overview of our safe space policy:

Writing workshops can be vulnerable spaces. As a literary arts organization we are committed to providing a safe, brave, inclusive and accessible place to share work. Be sensitive, be supportive, be respectful and engage with care. Discriminatory, hateful, and threatening content will not be tolerated; we ask that you bring any concerns to our attention immediately. Additionally, if you are sharing work that could be potentially disturbing, traumatizing or offensive, please let others know up front, so everyone has time to prepare or temporarily leave the room. We have plenty of space if you do need time to yourself during the course of the workshop.

We will remain available for support and guidance throughout your workshop, both to you and to all workshop participants (see contact information below).

Program Director: Jodie Vinson (jodie@litartsri.org)

Program Coordinator: Susannah Morse (programs@litartsri.org)

LitArts RI: 401-307-2450 (text for time-sensitive support), 400 Harris Ave Unit E, PVD

WHAT WE EXPECT

After our introduction, please take time to establish a safe space for your workshop. Below is a suggested guide to creating a community agreement that allows participants to voice any individual safe space requests and agree on how sensitive and confidential content will be handled. We understand that each teaching artist will have a different approach to building a safe environment where creative work is shared and encourage you to incorporate this guide into your own methods.



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GUIDE TO COMMUNITY AGREEMENTS

Community agreements can be contributed to and agreed upon by every participant in your workshop. A simple way to ensure full participation is to go around the room in a circle and ask each participant to voice a specific need or ground rule, record these in a visible place, and then return to the circle to give everyone a chance to request modifications and verbally confirm their agreement. If a participant arrives late, ask for their agreement as well.

Before beginning this discussion, you may wish to offer a few opening questions as prompts, allowing time for participants to jot down their responses and compose the ground rule they wish to bring to the group.

Opening questions might include:

- How can we create a safe, brave and respectful place for you to share vulnerable content?
- What will best nurture your creative work and ideas?
- What needs to stay in this workshop, and what can be shared outside of it?

Ground rules might include:

- Act with respect, even when you disagree
- Give your full attention to everyone who shares
- Participate with positive intent; assume others are doing the same
- Do not share the work of others outside of the workshop
- Protect the individual experiences and identities of everyone in the workshop
- Let others know in advance before sharing sensitive content
- Share your needs
- Express your concerns
- Ask questions—including to hear more or to spend extra time on a topic

As the teaching artist for the workshop, you are responsible for creating a safe space. Let participants know how you will do this and ask for their consent. For example, you could explain that you may need to redirect conversation back to the workshop topic, ask a clarifying question, or ask a participant to make space to ensure everyone has time to share. Describe how you would like participants to contribute to the workshop (by raising a hand, sharing in a circle, etc.) and make sure this method feels inclusive and accessible to all.