



PHASE 3 — PRACTICUM

Week 35 of 36

## Your Legacy

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Sessions 103–105

Tuesday • Wednesday • Thursday

FORGE — Facilitating Opportunities for Reentry, Growth & Empowerment

*Dooly State Prison*

# FORGE Curriculum

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## **Phase 3: Practicum — "Lead and Serve"**

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# Week 35: Your Legacy

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## Week 35 Overview

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**Purpose:** This is the final supervision session before certification week. Participants reflect on the mentor culture they are building, the impact they have beyond their own individual efforts, and the kind of mentor they want to be for the long haul. Each participant writes a Mentor Philosophy Statement — a one-page declaration of who they are as a mentor and what they stand for. The week closes with the final field work sessions of the program.

**Sessions This Week:** - Session 103 (Tuesday): Your Legacy — Supervision Session - Session 104 (Wednesday): Final field work — Independent session - Session 105 (Thursday): Final field work — Mentoring + community circles

**Materials Needed:** - Journals/notebooks - Talking piece for circle process - Mentor Philosophy Statement guidelines (1 per participant — see below) - FORGE Mentor Portfolio Checklist (1 per participant — see below) - Certification Week schedule handout (1 per participant — see below) - Easel paper or whiteboard (if available)

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# SESSION 103: Your Legacy

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**Day:** Tuesday **Duration:** 2 hours **Facilitator(s):** Program Lead + Senior Mentor

## Learning Objectives

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By the end of this session, participants will be able to: 1. Articulate the mentor culture they are building and why it matters 2. Describe their impact beyond their individual mentoring relationships 3. Write a Mentor Philosophy Statement that reflects their identity, values, and commitments as a FORGE mentor 4. Verify their portfolio is complete and ready for the certification review 5. Understand the full certification week schedule and requirements

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## Session Plan

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### Opening Circle (15 minutes)

**Facilitator:**

*"This is our last supervision session before certification week. Let that settle for a moment.*

*Thirty-four weeks ago, you walked into a room — most of you not sure what you were getting into. Some of you were skeptical. Some were scared. Some thought you'd drop out by Week 3. And here you are. Seven days from the finish line.*

*Today's check-in is different. I want you to think back — all the way back to Week 1. Session 1. The very first thing I asked you:*

*'Why are you here today?'*

*You answered that question 34 weeks ago. Answer it again now.*

*'Why are you still here?'"*

**Send the talking piece around.** Facilitator goes last. Let this round take as long as it needs — these responses matter. This is one of the most important circles of the entire program.

**Facilitator (after the round):**

*"Listen to the difference between what you said then and what you said now. That difference is called growth. And every man in this circle earned it."*

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## The Culture You're Building (20 minutes)

**Purpose:** Elevate participants' thinking from individual mentoring to cultural transformation.

**Facilitator:**

*"I want to talk about something bigger than your individual mentoring. I want to talk about culture.*

*Every dorm, every unit, every facility has a culture. And most of the time, that culture just happens. Nobody designs it. Nobody chooses it. It emerges from whoever has the most influence — and in most dorms, the culture gets set by the loudest, the most aggressive, or the most connected. The result is what you already know: tension, intimidation, silence, survival mode.*

*FORGE exists to change that. Not by fighting the existing culture head-on. By building something better alongside it. Something that people are drawn to — not because they're forced, but because they can see it works.*

*You — each of you — are building a culture. Every time you de-escalate a conflict instead of watching it explode, you're building culture. Every time you sit with someone and listen instead of judging, you're building culture.*

*Every time you run a circle and men share things they've never said out loud, you're building culture. Every time a new arrival sees a FORGE mentor and thinks, 'Maybe this place is different,' you're building culture.*

*The question is: **What kind of culture are you building?**"*

### Group discussion (10 min):

*"I want to hear from you. In the dorms where you've been working — what has changed? Not what you hope has changed. What have you actually seen?"*

**Facilitate the discussion.** Push for specific examples: - A conflict that was handled differently because of FORGE presence - A man who changed his behavior because a mentor invested in him - A dorm dynamic that shifted — even slightly - Staff who noticed a difference - Someone who said something that showed the culture is moving

**Facilitator (after the discussion):**

*"That's your legacy. Not a certificate on a wall. That. The real, observable difference in how people treat each other because you chose to serve."*

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## Your Impact Beyond Yourself (15 minutes)

**Purpose:** Help participants see the ripple effect of their work.

**Facilitator:**

*"Let me tell you something you might not have realized. Your impact is bigger than you know. There's a concept called the 'ripple effect.' When you throw a stone into water, the ripples extend far beyond where the stone landed. Mentoring works the same way. When you mentor a man and he changes how he handles conflict — he doesn't just change for himself. He changes for his bunkmate, who no longer has to live in fear. He changes for his children, who will visit a father who is calm instead of volatile. He changes for the CO on his unit, who has one less situation to worry about. He changes for the man he'll meet five years from now who is struggling — because he'll know how to help. You didn't just help one person. You started a chain. And that chain extends beyond anything you'll ever see. Think about this: somewhere, years from now, a man you've never met will make a better decision because of something you taught someone today. You won't know about it. You won't get credit for it. But it will happen. That's legacy."*

**Pause.**

*"I want you to sit with that for a moment. In a place designed to make you feel worthless — you are changing lives you'll never even know about. Don't let anyone tell you your time here was wasted."*

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## **Writing Your Mentor Philosophy Statement (30 minutes)**

**Purpose:** Each participant writes a one-page statement that defines who they are as a mentor. This is a required portfolio piece for certification.

**Facilitator:**

*"One of the final pieces of your certification portfolio is your Mentor Philosophy Statement. This is a one-page document that answers one question: **What kind of mentor am I?** This isn't an essay for a grade. This is a declaration. It's who you are, what you believe, and how you operate. When you're tired, when you're frustrated, when you're not sure what to do — this statement is your anchor. It reminds you why you do this and how you do it. Let me give you a structure."*

### **Mentor Philosophy Statement Guidelines:**

*"Your statement should cover five areas. Write at least a paragraph on each. Use your own words — not what you think I want to hear. Be honest. Be specific. Be you.*

**1. Why I mentor.** *What drives you? What's your motivation — not the surface answer, the real one? What happened in your life that makes this work matter to you? Why did you stay when it got hard?*

**2. What I believe about people.** *Do you believe people can change? Really? What do you believe about the men you serve? What assumptions do you carry into every mentoring interaction?*

**3. How I show up.** *What do people experience when they're in a room with you? What is your mentoring style? Are you the calm, steady presence? The direct challenger? The patient listener? How do you build trust? How do you handle conflict?*

**4. My commitments.** *What will you always do? What will you never do? What are your non-negotiables as a mentor? What boundaries do you maintain? What standards do you hold yourself to?*

**5. What I'm still working on.** *No mentor is finished. What's your growing edge? What do you need to get better at? Where are you still developing? Including this section is not weakness — it's the most important part. It proves you're still a learner."*

**Facilitator:**

*"You have 20 minutes to write a draft. It doesn't have to be perfect today — you can refine it before next week. But I want you to get the bones down right now, while you're in this room, in this circle, with these men."*

**20 minutes of writing.** Room should be quiet. Facilitator writes alongside participants — modeling the practice.

**Optional sharing (5 min):** If time allows and the group is willing, 2-3 volunteers read a portion of their statement. No critique — just witness.

**Facilitator:**

*"Finish this by Thursday. It goes in your portfolio. When you stand before the review board next week, this statement is part of what they'll evaluate. Make it real. Make it yours."*

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## **Portfolio Preparation and Certification Week Briefing (20 minutes)**

**Purpose:** Ensure every participant knows exactly what is required for certification and has time to close any gaps.

**Facilitator:**

*"We need to shift gears. Next week is certification week. I'm going to walk you through exactly what happens, what you need to have ready, and what the panel will be looking for. No surprises."*

**Distribute the FORGE Mentor Portfolio Checklist and Certification Week Schedule.**

## FORGE Mentor Portfolio — Complete Checklist

**Phase 1 Materials:** -  Minimum 15 thinking reports -  Emotion tracking logs (at least 3 weeks) -  Impact awareness letter (completed) -  Self-assessment essay ("Who I was and who I am becoming") -  Stakeholder commitment (5 specific actions) -  5 selected journal entries -  Personal coping strategy card -  Phase 1 knowledge check (passed — 70% minimum) -  Peer evaluations from Phase 1

**Phase 2 Materials:** -  3 complete lesson plans (with objectives, activities, materials, debrief questions) -  Simulation performance records (passed 3 of 5 — minimum 15/24 per simulation) -  Co-facilitation observation notes (given by partner and facilitator) -  MI practice logs (at least 5 documented interactions using OARS) -  Teaching demonstration score (passed — minimum 12/20) -  Self-reflection on mentor readiness (1-2 pages) -  Peer evaluations from Phase 2

**Phase 3 Materials:** -  Mentoring hours log — minimum 60 hours, broken down as: -  Supervised co-facilitation (15+ hours) -  Observed independent sessions (15+ hours) -  Mentee meetings (20+ hours) -  Community circles (10+ hours) -  4 session plans actually delivered (with observation scores — average 12/20+) -  Mentee progress notes (for each assigned mentee) -  Community circle plans and reflections (at least 2 independently conducted) -  Personal growth narrative — "My FORGE journey" (3-5 pages) -  Mentor philosophy statement — "What kind of mentor I am" (1 page) -  Personal sustainability plan (from Week 33) -  Peer evaluations from Phase 3

**Review the checklist item by item.** Ask each participant to self-assess:

*"Go through this list. Check off what you have. Circle anything you're missing. If anything is circled, you have until Wednesday to complete it. Thursday at the absolute latest. No exceptions. An incomplete portfolio cannot go to the review board."*

**Allow 5 minutes for self-assessment.** Then:

*"Raise your hand if you have items missing."*

**Address gaps individually.** Create a plan for each person to complete missing items before certification week.

## Certification Week Schedule

### **Facilitator:**

*"Here's how next week works."*

**Session 106 — Tuesday: Final Simulation Assessment** - 2 complex simulations per person, back to back - 3-person panel: experienced mentor, facilitator, staff member (if available) - Scenarios drawn from Category B or C — the hardest ones - Scored on the 6-category rubric: de-escalation, communication, boundaries, resolution,

composure, referral judgment - **Minimum passing score: 16/24 per simulation** — higher bar than Phase 2 - Each simulation: 7 minutes of live response, followed by 5 minutes of panel questions - Dress sharp. Show respect for the process. This is your assessment.

**Session 107 — Wednesday: Portfolio Defense** - Present your complete FORGE Mentor Portfolio to the review panel - 15-minute presentation per person: - Walk through each phase: what you learned, how you grew, key experiences - Present your Mentor Philosophy Statement - Present your Personal Growth Narrative - Highlight your mentoring impact — specific examples - 10-minute Q&A from the panel - The panel is evaluating completeness, quality, authenticity, and readiness

**Session 108 — Thursday: Graduation and Commissioning** - Full ceremony - Details to follow — but know this: Thursday is a day you will remember for the rest of your life. Show up ready.

**Facilitator:**

*"Questions about next week?"*

**Address all questions thoroughly.** Leave nothing ambiguous.

*"I'm going to say this once: do not take next week lightly. This is not a formality. You have to earn certification. The bar is high because the stakes are high. When you walk out of that room with a FORGE Mentor Certificate, it means something. It means you were tested and you passed. It means a panel of people who know this work looked at you and said, 'This man is ready.' That has to mean something, or the whole program means nothing. Prepare like it matters. Because it does."*

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## Closing Circle (10 minutes)

**Facilitator:**

*"Final closing round before certification week. I want you to think back — one more time — to Week 1, Session 1. The very last exercise we did that first day. I asked you to complete a sentence:*

***'The kind of man I'm committed to becoming through FORGE is...'***

*Some of you wrote it in the front of your journal. I asked you to keep it there. Open your journal. Read what you wrote 34 weeks ago.*

*Now — in this circle, with these men — answer it again. Not what you wrote then. What you'd write now.*

***'The kind of man I have become through FORGE is...'***

**Send the talking piece around.** This will be emotional. Let it be. Do not rush this round.

**Facilitator (after everyone has spoken):**

*"I heard what you said 34 weeks ago. And I hear what you're saying now. The distance between those two answers is the distance you've traveled. That distance is real. Nobody can take it from you.*

*Wednesday and Thursday are your final field sessions. Treat them with the weight they deserve. These are your last sessions as practitioners. Next time you walk into a room, you'll be walking in as certified mentors.*

*Finish your portfolios. Refine your philosophy statements. Prepare for simulations. Rest. Take care of yourselves.*

*I'll see you Tuesday. Certification day."*

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## Session 103 Checklist

- Room in circle formation
- Opening circle completed — revisited "Why are you here?" from Week 1
- Culture-building discussion with specific examples from the field
- Ripple effect / impact beyond yourself discussed
- Mentor Philosophy Statement guidelines distributed
- 20-minute writing session completed (philosophy statement draft)
- FORGE Mentor Portfolio Checklist distributed and reviewed item by item
- Portfolio gaps identified for each participant with completion plan
- Certification Week Schedule distributed and explained
- Assessment requirements and scoring thresholds clarified
- Closing circle completed — revisited Week 1 commitment statement
- All participants clear on what must be completed before Tuesday

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# SESSION 104: Final Field Work — Independent Session

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**Day:** Wednesday **Duration:** 2 hours **Format:** Final independent facilitation session

## Session Plan

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This is the last independent facilitation session of the practicum. Treat it with the seriousness it deserves.

### Pre-Session

Each participant should: - Prepare a strong session plan — this is your final session as a practitioner - Review their Mentor Philosophy Statement draft and bring it into how they facilitate - Complete any remaining portfolio items

### During Session

Participants deliver their session independently. Any final observation assessments should be completed today.

### Post-Session

Complete a final session reflection in the journal: - What have I learned about facilitation over these 12 weeks? - What is my greatest strength as a facilitator? - What would I tell someone who is about to start Phase 3? - How do I feel about certification week?

Document final field work hours.

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# SESSION 105: Final Field Work — Mentoring, Community Circles, and Closure

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**Day:** Thursday **Duration:** 2 hours **Format:** Final field work session of the entire program

## Session Plan

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### Final Mentoring Meetings

Participants meet with assigned mentees for the final time as practitioners. This is a transition point — after certification, the relationship continues, but the dynamic shifts from "practitioner being assessed" to "certified mentor."

Focus this session: - Acknowledge the relationship: what has this mentoring partnership meant? - Discuss what comes next: the mentor will continue to be available after certification - Affirm the mentee's growth — use G.R.O.W. feedback - Express genuine gratitude for the mentee's trust

### Final Community Circle

If scheduled, this is the final community circle of the practicum. Suggested prompt:

*"What is one thing that's different about this dorm — about this community — compared to when we started? And what do you want to carry forward?"*

### End-of-Practicum Documentation

- Finalize all mentoring hours logs — ensure 60-hour minimum is met
- Complete all mentee progress notes
- Finalize community circle records
- Assemble complete FORGE Mentor Portfolio:
  - All Phase 1 materials
  - All Phase 2 materials
  - All Phase 3 materials
- Personal Growth Narrative (3-5 pages, final version)

- Mentor Philosophy Statement (1 page, final version)
- Personal Sustainability Plan (final version)

## Portfolio Due

All portfolio materials must be compiled and ready to present by end of day Thursday. There will be no additional time before the certification assessment on Tuesday.

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## Session 105 Checklist

- Final mentoring meetings completed with all assigned mentees
  - Final community circle conducted (if scheduled)
  - All mentoring logs finalized — 60-hour minimum verified
  - All mentee progress notes completed
  - Personal Growth Narrative finalized (3-5 pages)
  - Mentor Philosophy Statement finalized (1 page)
  - Personal Sustainability Plan finalized
  - Complete FORGE Mentor Portfolio assembled and ready for Tuesday
  - All field work hours documented
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# FACILITATOR NOTES FOR WEEK 35

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## What to Watch For

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**Anxiety.** Certification week is approaching and some participants will be nervous. That's healthy. Distinguish between productive nervousness (which sharpens performance) and debilitating anxiety (which undermines it). For the latter, provide individual reassurance: "You've been doing this work for 12 weeks. The simulation is just a formalized version of what you do every day."

**Incomplete portfolios.** This is the most common barrier to certification. Be relentless about the checklist. If someone is missing significant items, be honest about whether they can realistically complete them. A participant who isn't ready is better served by a conditional certification with a plan than by being rushed through incomplete.

**Emotional intensity.** The closing circle — revisiting the Week 1 commitment — will be powerful. Some men will be emotional. Let it happen. This is what 34 weeks of honest work looks like. Don't manage the emotion. Witness it.

**Legacy conversations.** Listen carefully during the culture discussion. What participants describe seeing in their dorms is the most authentic measure of whether FORGE is working. Document these stories — they are powerful evidence for program evaluation and for motivating future cohorts.

## Preparation for Week 36

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This is critical. Everything must be ready:

**Tuesday (Session 106 — Final Simulation Assessment):** - Confirm 3-person panel: experienced mentor + facilitator + staff (if possible) - Select 2 complex simulation scenarios per participant from Category B or C - Prepare scoring rubric sheets (1 per simulation per panelist) - Set up room: panel table facing performance area, chairs for observers - Prepare schedule: 25 minutes per participant (7 min scenario + 5 min panel questions + 5 min scoring + 3 min transition + 5 min buffer) - Have timer ready - Prepare role players for simulations (use senior mentors or volunteers)

**Wednesday (Session 107 — Portfolio Defense):** - Confirm panel (same or different from Tuesday) - Prepare evaluation forms for portfolio defense - Schedule: 25 minutes per participant (15 min presentation + 10 min Q&A) - Review all submitted portfolios in advance if possible - Prepare questions based on individual portfolios

**Thursday (Session 108 — Graduation and Commissioning):** - Prepare certificates (one per graduate) - Prepare ceremony script (see Week 36 lesson plan) - Coordinate with facility administration for any necessary approvals - Invite any staff supporters, chaplain, or administration willing to attend - Arrange room setup for ceremony - Prepare any special recognitions - Have the FORGE charge ready: "Leadership is not granted. It is forged."