



Wellness Coaches / Volunteers

Things to Remember

Wellness coaches / volunteers play a vital role in assisting Certified Facilitators with logistics during the 12-week brain-based LLM program. A helpful ratio is at least one coach / volunteer for each six to eight attendees. Wellness coaches / volunteers may become involved in the following functions.

Before the weekly meeting begins

- Show up early. Prepare the identified private space to weigh and measure attendees, separated by gender.
- Have your tools ready: measuring tape, scales, and computer or equivalent with internet capabilities for BMI.
- Ensure that each table is set up with a tent card on which the team name will be written

At the start of each weekly meeting

- Meet and greet attendees. Help them through the registration process and provide them with an attendee packet.
- Assist attendees to record height (first week only), weight, waist measurement, and current BMI; a calculator is on the LLM website (www.LLM.life). Encourage attendees to remove shoes, jackets, and any bulky sweaters or clothing in order to weigh and measure consistently week after week.
- Point out location of light meal and/or snacks, if they are provided, and be sure that water is available on each table.
- Assist attendees in feeling comfortable, get to know them, listen to their concerns, and become their friend.
- At the first weekly meeting, assist attendee to choose a table at which to sit (and each table will form a team).
- At the first weekly meeting, help each table as needed to select a team name and write it on the tent card. For subsequent meetings, help attendees find their 'team' by the name on the tent cards.

- Assist the Team Recorder as needed to write down the names and telephone # of team members.
- Starting with the second weekly meeting, assist the Team Recorder as needed to collect the Daily Goals Forms and transfer information to the Team Points Form.
- When it is time to play the LLM Expedition game, play it with the attendees at the table.

At the end of each weekly meeting

- Remind attendees of the reading assignment(s) for the next week.
- Make sure each attendee has a Daily Goals Form and encourage them to fill out the Daily Goals Form each day, as their points will count toward the group total.
- Become friends with the attendees. Encourage them to talk about themselves and listen. Laugh and have fun. Role model that a healthy life is an enjoyable life.

At the 12th weekly meeting - Graduation

Assist the Facilitator as requested to identify and affirm:

- The Team with the highest total points for the entire program and give each team member a small prize.
- The three attendees who have the highest total points (regardless of team membership and give each attendee a prize.
- The three individuals whose names were drawn from the Prize Bowl and give each a prize.

Assist as requested to give each attendee a Certificate of Completion for the LLM program making sure to announce each name.

Rejoice and celebrate together.

Affirm the work you did to help make the LLM program a success and to share with others.