

RECOVERY DHARMA

So you have been asked to speak at an IOP / Treatment Center:

Find out the following:

- How long will you be given to speak?
- What type of facility is it?
- How many folks will you be speaking to (roughly)
- Where in the facility will you be speaking?
 - Private room with doors
 - Common area (like a cafeteria) where there will be constant foot traffic?
- Does the facility use overhead paging/bells, etc, that could potentially interrupt the event?
- What are the facilities' rules/policies on non-staff/clients coming in?
- Should you get there early to set up/settle in/meet folks
- Does the facility have any expectations around what you will cover?
- Contact information of your main contact and a backup contact.

Prepare:

- Your script outline (see RD example) is based on your audience and facility expectations.
- Have a few points on why you have become a member of Recovery Dharma (there are some in the presentation, but feel free to make it your own)
- Have a list of local in-person meetings or knowledge of days/times they meet
- If planning on offering a mini-meeting:
 - Print-outs or presentation with readings (or loaner books)
 - The Practice
 - The Four Noble Truths
 - The Eightfold Path
 - A reading from the book.
 - The Dedication of Merit

After Scheduling – make sure to confirm a few business days prior to the big day to ensure they still have you on the books and that nothing has changed. Treatment facilities tend to be understaffed and chaotic even at the best of times, it is always good to confirm.