What is & what is not a Facilitator.

Facilitate *(verb) via wiktionary*

1. *To make easy or easier.*
2. *To help bring about.*
3. *To preside over (a meeting, a seminar).*

Collaborative working doesn't just happen. It takes hard work to effectively manage the communications between individual researchers, particularly when they are from different fields of study, at different points in their research training (first year PhD students to faculty to professional data scientists and every stage in between) and when you are only together for 5 days.

Your role as a data study group facilitator is **to bring out the best in the team members and oversee the interactions within the team.** We want researchers to have a good time during their visit to the Turing, to feel that their expertise was appreciated and harnessed, and to feel proud of the group's contribution as a whole. This will involve **ensuring that interpersonal communications are clear**, **work conducted is documented and included in the report (even if it doesn't give a conclusive result or is incomplete) and that the project is managed in a transparent way.** Know the code of conduct (https://bit.ly/33jABHx) and who to contact if anyone reports a violation.

The best facilitators make it seem like they did nothing at all. Don't be fooled. **You are key to the success of the data study group challenge. But also, you are not alone.** *We have a dedicated members of the team (Marya, Catherine & Sebastian), who are available all week and for you to talk to. Their pictures are in the appendix.*

DSG Facilitator Activities	Not a DSG Facilitators Responsibility
Help the group move the project forward smoothly & on time. Keep their focus on the question! Work towards the goals agreed at the beginning.	***Being the boss!*** If there are two ideas for analyses, then it is not the facilitator's role to pick between them. ***Responsibility for the scientific quality of the final report.*** It is certainly not on your shoulders to deliver a definitive answer to the challenge all by yourself, this responsibility is shared by the whole team.
Harness all the different skills in a group. Celebrate diversity and be creative in finding synergies in the team.	***Project secretary, scribe or data cleaner.*** Those are all tasks that must be completed (and you're in charge of keeping track of their progress) but they do not (and should not) be completed by you.
Cheerlead for your team! Do your best to make sure everyone has a good time, and encourage shy people, or more nervous participants.	***Grading participants on their participation.*** So long as they are not breaking the code of conduct, and that the group is giving them opportunities to participate, let them crack on.