



## Starting a Recovery Group in Your Area

Thank you for your interest in forming a Soaring Sisters recovery group. This process is designed to help meet the needs of sexual trauma survivors in 1) areas where there is not an operating group, 2) areas where there may be an operating group that serves a different audience, or 3) areas where the need for a current operating group supersedes the current group's ability to serve more individuals. Provided below are the steps that you will need to follow to become an officially recognized Soaring Sisters satellite group. Please print this checklist to use as a reference as you navigate the group establishment process.

- Step 1: Identify at least 2 adults to serve as facilitators for the group.**  
The first step in becoming an official Soaring Sisters group is to have at least two identified facilitators complete and submit the Confidential Application. References selected by the facilitators will also need to submit the Reference Questionnaire. Ideally at least one of the identified facilitators lives will have been directly or indirectly impacted by sexual trauma.
- Step 2: Complete our mandatory online orientation.**  
All identified facilitators are required to complete the online orientation. Please plan to allow at least 30 minutes of time to complete this part of the process.
- Step 3: Determine a suitable place to hold the recovery group meetings.**  
Locate a place that can accommodate individuals that may attend. It is recommended to utilize places that are well lit and easily accessible for individuals with physical limitations.
- Step 4: Complete and submit additional required documentation.**  
All identified facilitators must complete and submit the Conflict of Interest Agreement and Protection of Privacy and Confidentiality Agreement. A Connection Commitment must also be completed and submitted by one of the facilitators for the establishing group. All completed documents may be emailed to [soaringsistersinfo@gmail.com](mailto:soaringsistersinfo@gmail.com) or mailed to P.O. Box 342 Fosters, AL 35463.
- Step 5: Wait to receive official notification from our headquarters.**  
At this point, you have completed all the previously outlined requirements. You are on your way to establishing an official Soaring Sisters satellite group. Please allow 2-3 weeks for processing after submission of all completed documents.
- Step 6: It is official! Review and take advantage of our online group resources and facilitator training modules.**  
Congratulations on becoming an official Soaring Sisters chapter! Using your chapter's unique access code, review the resources that we have provided to help you operate your recovery group.
- Step 7: Remember to stay connected and share your progress with us.**  
Submit sign-in sheets (including Connection Commitment Updates) and intake forms collected from group participants by the 10<sup>th</sup> of each month.

**Partially submitted or incomplete documentation, required to establish a recovery group in your area, will be discarded after 30 days.**