

The Safer Space Initiative

Goal: To support the growth of the Ray E. Helfer Society pertaining to diversity, equity, and inclusion (DEI), specifically, by giving members a process through which exclusionary behavior may be identified and acknowledged in a trauma-informed and education-focused way. We define exclusionary behavior as words or actions that may make another individual in the society feel “less than” or “othered.”

Intake

- A member who has experienced or witnessed exclusionary behavior within the Helfer Society sends the attached intake form to the DEI Safer Space Subcommittee at helpersaferspace@gmail.com.
- The names and emails of the Safer Space Subcommittee members are posted on the Helfer website. If the person who participated in the exclusionary behavior is on the Safer Space Subcommittee, the submitting person may send their intake to a different individual on the team.
- The identity of the person submitting the intake will not be shared beyond the individual(s) to whom the intake is submitted, without express permission.

Response to Intake

- A Safer Space Subcommittee member will respond to the person submitting the intake within approximately 48 hours and review options for resolution.
- Resolution options may include: Providing space for a debrief at the next Safer Space subcommittee meeting, facilitating a private response by a member of the subcommittee to the person who participated in the exclusionary behavior, guiding the person submitting the intake in formulating a direct response, and/or drafting a "learning point" for the next Helfer newsletter.

Optional Debrief

- Depending on the preferences of the submitting person, the intake may be brought to the next Safer Space Subcommittee meeting for a **confidential** debrief focusing on **impact over intention** and **avoiding any discussions of character, positive or negative**. The goal of the debrief will be to determine next steps toward resolution.

Shared Learning

- When the Helfer Newsletter is distributed, it will include a QR code and link to the Safer Space Initiative as well as a list of "learning points" from the past quarter. These will not include any details about intakes or specific instances of concern, but simply the lessons learned that may benefit all Helfer members in contributing to the creation of a safer space within our society.

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Intake Form

Description of concern (choose 1 or both of the following):

- I would prefer to discuss my concern verbally. The best way to contact me is: _____
- I will briefly summarize my concern in writing here:

Options for resolution (choose any or all that apply):

- No formal response beyond submission of this form
- I would like the opportunity for a debrief at the next Safer Space Subcommittee meeting
- I would like a Safer Space Subcommittee member to reach out privately to the person who participated in the exclusionary behavior, maintaining my anonymity
- I would like some guidance on how to personally respond to the person who participated in the exclusionary behavior
- I would like the Safer Space Subcommittee to formulate a “learning point” from this experience that can be shared in the next Helper Newsletter
- I am not sure. I would like to discuss these options with a Safer Space Subcommittee member
- Something else

If there is another response you would prefer, please describe it here: