



Gloucester Conversations

Citizens Rebuilding the Public Square

How to Host a Kitchen Table Conversation (KTC)

Hosting a KTC is easy. Simply:

- Decide you would like to welcome people to your home to talk about a community topic of heartfelt concern
- Choose a comfortable place in your home to gather people
(How many people can you comfortably host?)
- Think through who you would like to invite
(People you know, and hopefully also some you don't know as well)
- Contact Gloucester Conversations to help you:
 - Craft a dialogue question for your topic
 - Find a facilitator (if you are not accustomed to facilitating)
 - Create an email invitation
- Invite guests (via in-person, phone or email)
- Confirm # of participants with facilitator
(so they can allocate time correctly, and bring appropriate materials with them, i.e., dialogue agreements, time outline, feedback questionnaires, paper and pen for participants)
- Send follow-up //welcome email to participants – one week ahead
- Send reminder email one day ahead

Day of Dialogue

- Prepare space with seating in a circular fashion
- Organize tea or little snacks of any kind for 'mingling' time 30 minutes prior to start of dialogue
- Welcome your guests
- Participate in the dialogue (having a facilitator makes this possible)
- Thank guests for coming

See **KTC FACILITATOR'S OUTLINE & SCRIPT**

on [Dialogue Guides & Outlines](#) for dialogue format and introduction.