Bathhouse Night Event Resource Manua

Foreword

This manual serves as a guide that is designed to help outreach workers or volunteers in sexual health promotion to effectively conduct HIV/AIDS interventions through the use of innovative, fun and educational workshops within a bathhouse setting. This is a tool that is specifically designed as an outreach tool for the ACAS MSM program towards Asian men who have sex with men (AMSM) and can be tailored to fit most HIV/AIDS outreach initiatives within a bathhouse setting or a private men's club.

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• Asian bathhouse night volunteers for their enthusiasm, commitment and dedication to the event; a successful event depends on the involvement all volunteers.

• Tiane (Daniel) Le (Men's Sexual Health Promoter) and Michael Le (long time supporter and volunteer of the Asian MSM program), who initially developed the 'Asian Bathhouse Night' concept as an outreach tool for MSM frontline workers towards Asian bathhouse users and to help empower AMSM in negotiating safer sex practices.

• Peter Thu Ho, Gina Brown, Noulmook Sutdhibhasilp, Maurice Poon, Rose Sokolowski and Maria Wong who were the principal authors of *Characteristics of Asian Bathhouse Users: Implications for HIV Prevention* (2006).

• Spa Excess Inc. Toronto for their generous support of the Asian Bathhouse Event since 2006.

About this Manual

This manual is specifically designed to provide frontline outreach workers or volunteers the means to successfully hold sexual health informational workshops in bathhouses or private sexual venues (PSV). There are three main sections (i.e. Preparations, Event Night and Debrief) containing helpful tips throughout the manual as well as sample forms and documents.

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1. Background

1.0 About ACAS

Asian Community AIDS Services is a charitable, non-profit, community-based organization. It provides HIV/AIDS education, prevention, and support services to the East and Southeast Asian Canadian communities. These programs are based on a pro-active and holistic approach to HIV/AIDS and are provided in a collaborative, empowering, and non-discriminatory manner.

1.1 MSM Program

The goal of this project is to prevent the spread of HIV/AIDS among Asian men who have sex with men (AMSM) by promoting safer sex practices, risk reduction behaviours and early intervention in culturally appropriate ways. Some of the program activities include outreach in bathhouses, bars or parks and providing information displays and condom distribution at community events.

1.2 History of bathhouse surveys

A previous ACAS survey of MSM bathhouse users/visitors of East and South East Asian descent in Toronto (Poon M.K., Ho P.T. and Wong, J., 2001) explored reasons for visiting bathhouses, bars, sexual practices, condom use, HIV testing, willingness to interact with outreach workers and if respondents were receptive to receiving further information from safe-sex educators. The survey identified two major sub groups that showed future bar/bathhouse outreach needs: 1) MSM of East and South East Asian decent under 39; and 2) bisexual men of East and South East Asian descent who frequented bathhouses. The findings showed that there was a need for accessible HIV-testing, culturally and linguistically appropriate information on HIV and STI prevention and more skills building in safer sex negotiation.

As a result of the ACAS survey a pilot project called 'Sexpert' was developed to further expand on the findings of the survey (Poon et al, 2001) by recruiting and training peer sex educators. This was achieved by interviewing Asian bathhouse users (inside participating bathhouse venues). Volunteers were recruited to administer psychosocial questionnaires (e.g. demographics, behaviours, mental health) to participating respondents (Poon, M.K., Ho, P.T., Sutdhibhasilp N., Browne, G., Sokolowski, R. and Wong, M., 2006). Unpublished findings from the study showed that potential 'Sexperts' demonstrated initial interest in further discussing safer sex and reducing risk with bathhouse peers however, due to limitations and challenges of the study, development of the pilot 'Sexpert' peer sex educator project did not continue.

1.3 Asian Bathhouse Night

Building on the findings of the previous survey (Poon et al, 2001) and 'Sexpert' pilot project (Poon et al, 2006), Tiane (Daniel) Le and Michael Lee developed a pilot monthly bathhouse event in August 2006 with the support of ACAS and participation of Spa Excess (a Toronto bathhouse).

1.3.1 Purpose and Goals

- a) To help reduce risky sexual behaviours that spread infections among AMSM by providing current information on safer sex practices and sexually transmitted infections
- b) To help empower volunteers and bathhouse users in negotiating safer sex choices by reducing the stigma surrounding bathhouses and providing a safe environment for discussion, knowledge and resource sharing
- c) To help decrease social isolation and increase self-esteem of AMSM
- d) To help develop and recruit volunteers as peer educators and workshop facilitators
- e) Gauge current community needs and identify trends in sexual behaviours and practices

1.4 What is a bathhouse?

A gay bathhouse is a business establishment (that may be open 24 hours per day, seven days a week) in which gay men and MSM meet for consensual sex and/or socialize with other men after paying an entrance fee. For some, it is part of the rites of passage into the gay culture. It is not only a place that provides a space for men to have anonymous/unpaid sex with other men, but also is a safe environment to socialize and interact with other MSM. It could also be a highly sexualized and highly charged emotional place for some1. In general, some gay bathhouses resemble a fully equipped fitness club with lockers, shower facilities, sauna (wet and dry) and a weight/work-out room. However, most bathhouses have lockable rooms equipped with a small bed and depending on the establishment, a dark area for cruising, common/lounge area where gay video porn is shown or if the premise is licensed there is a small bar/snack area.

1.5 Who goes to a gay bathhouse?

Most of the men who frequent bathhouses are gay however some may identify as bisexual, straight/heterosexual or trans-men (female-to-male). Additionally, they are unlikely to disclose their health status (i.e. sexually transmitted infection), marital or socio-economic information. The men come from all walks of life (i.e. ages, professions, ethnic and racial backgrounds, languages, class and social status) and unfortunately, some encounter rejection based on the same characteristics.

¹ (Haubrich et al, 2004; Elwood et al, 2003; Tewskbury, 2001; Chisholm, 1999; Rotello, 1998; Rofes, 1996; Kyle, 1992; cited in Poon et al, 2006).



2. Preparations

2.0 Negotiating with the bathhouse establishment

One of the key component in having a successful bathhouse event night is the cooperation and participation of the bathhouse establishment's management and staff. It is important to form a mutually respectful relationship with the establishment in terms of expectations *[see section 5.1.5, Roles and Responsibilities].* Below are some suggested key points to negotiate with the bathhouse establishment.

- Is the bathhouse receptive to holding specialized event nights (e.g. Asian, Bear, Blackout, Pride, Twink, etc.)?
- Is the bathhouse able to provide complimentary entrance passes as incentives for volunteers or prizes for participating patrons?
- Does the bathhouse allow use of in-house facilities and resources (e.g. donate a dedicated room for workshops, ability to make announcements, use of common areas for outreach and activities, use of tables/chairs, putting up posters. etc.)?

Each bathhouse establishment has their own policies and procedures and may not offer the same concessions and resources.

2.1 Promotion of event

Once an agreement (whether formal or informal) has been established between the bathhouse management and MSM Coordinator, the next step is to promote and advertise the event. Although there are many ways to promote the Asian Bathhouse Night as an event, ACAS found effective to strategically place posters within the establishment and discuss the event in gay internet chat rooms.

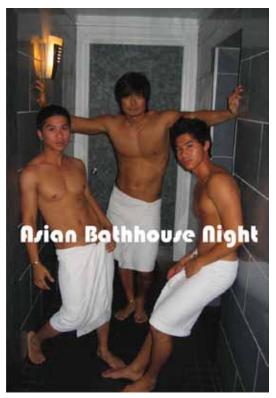
2.1.1 Bathhouse Event Poster

The Asian bathhouse event poster typically features Asian men in sexually suggestive backgrounds and situations. By showing positive sexualized Asian images, it is hoped that it would counter some negative stereotypes of AMSM among bathhouse clientele, encourage participation of Asian bathhouse users during the themed night and help foster camaraderie amongst AMSM.

The message and image that usually attract Asian bathhouse clientele typically contain the following information:

- Image(s) of Asian male(s) in a sex-positive environment or situation.
- Event theme (e.g. "One Night in BangCock")
- Date and time of the event
- ACAS contact information

Visibility and responses to the poster will depend on your resources used for the creation of the poster (i.e. paper quality, size and graphics). Below you will find a sample poster of a recent event created by either a volunteer or the MSM coordinator.



Example of an Asian Bathhouse Event poster



2.1.2 Internet Gay Asian Chat Room

Another way ACAS promotes the monthly Asian bathhouse night is through the use of gay Asian chat rooms. These chat rooms are used by MSM to find other men for various reasons including finding friendships, anonymous one-on-one sex or group sex, relationships and on occasion for general sexual health information (e.g. www.gay.com). This is a discreet and cost-effective way for promoting the event to AMSM who wish to meet other Asian men socially or in a bathhouse setting.

How to promote in a gay chat room

- 1) Create an account.
- 2) Enter local and targeted chat rooms to promote events (e.g. Toronto, Asian room).
- 3) The same information on the poster is used to promote the event, in some cases a pdf. or jpg. file can be uploaded to the chat rooms depending on protocols.
- 4) Typically promote the event 4 hours per week (at different hours of the day) before actual event date. This is to ensure a wider audience reach.
- 5) All trained volunteers are encouraged to log on and take turns promoting the event prior to the actual date.



Please check applicable local, internet chat room protocols and guidelines before creating an account (i.e. not giving out personal information and use of appropriate language). [See section 5., Policies and Procedures as a guide]

2.2 First meeting: Orientation of volunteers

This is an important initial meeting to plan for the upcoming monthly meeting. Here staff and volunteers (new and experienced) meet at least 2 weeks before the event date (usually every 3rd Thursday of every month) to discuss possible event night workshop topics, current AMSM issues and trends and/or debrief from previous events.

Overview of 1st meeting

- a) Develop the overall theme of the next event night
- b) Determine the types of workshops to conduct during the event
- c) Discuss safety, boundaries, conduct [see section 5., Policies and Procedures]
- d) Delegation of duties and responsibilities for the event night
- e) Debrief of previous event [see also section 4.]



2.3 Second meeting: Finalizing workshop themes and duties

This meeting continues from the first meeting and confirms all items discussed in the previous meeting.

Overview of 2nd meeting

- a) Confirm theme of the next event night
- b) Confirm the types of workshops to conduct during the event [see Appendix I and II]
- c) Confirm actual volunteer particpants for event
- d) Discuss ground rules for ACAS staff and volunteers: safety, boundaries, bathhouse conduct *[see section 5., Policies and Procedures]*
- e) Bathhouse Scenario excercises, facilitation practice [see Appendix IV]
- f) Confirm duties and responsibilities for the event night (i.e. facilitators of workshops and demonstration, raffle draw, announcements, outreach etc.)



It is important that new volunteers are comfortable with facilitating a workshop, outreaching and being in a bathhouse. Therefore ACAS encourages new volunteers to attend basic knowledge workshops provided by the agency (e.g. Volunteer Core Training on confidentiality, boundaries, HIV 101, harm reduction, STIS, etc.).

3. Event Night

On the event day, confirmed volunteers and staff gather for a short meeting (prior to going to the bathhouse) at the agency to finalize plans for the event night. All necessary workshop materials, equipment and outreach supplies are brought over to the bathhouse for set-up. [See Appendix III for sample agenda and checklist]



3.0 **Set-up**

- prepare announcements for the night
- prepare outreach table display, lounge games/raffle draw area
- prepare workshop room
- situate volunteers to their assigned task area

3.1 Workshop 1: informational/educational (e.g. Mini HIV/AIDS 101)

- Duration: 30 minutes
- 2 facilitators
- Basic knowledge survey handed out to participants to gauge participant awareness
- Activity (e.g. safe sexual positions)
- Discussion and information sharing
- Revisit basic knowledge
- Handout evaluation forms

Note: For a detailed description of workshop [see Appendix I].

3.2 Workshop 2: educational/instructional

(e.g. "How to give a good blowjob")

- Duration: 30 minutes
- 2 facilitators
- basic knowledge on sexual preferences, related STI and sexual health concerns
- Activity (e.g. using the 5 senses to determine a 'healthy penis')
- Discussion and information sharing
- Revisit basic knowledge
- Handout evaluation forms

Note: For a detailed description of workshop [see Appendix II].

3.3 Workshop 3: demonstrational/activity-based (e.g. "Body scrub")

- Duration: 15 minutes
- 2 facilitators
- typically demonstrations on non-sexual massage techniques, new body scrub products, relaxation techniques, etc.
- activity-based and participatory

Note: This workshop is not required but is usually included near the end of the night as a 'fun' complement to the event. Usually unstructured and participatory.

3.4 **Wrap-up**

- prepare all outreach materials to take-back to agency
- collect all evaluation materials, count 50/50 raffle contributions and make announcements for winner(s)
- Remind all volunteers to check out with the coordinator before leaving
- thank and remind bathhouse staff and clientele of the next event



4. Debrief

4.0 Post-meeting

- This occurs during the 1st meeting as discussed in section 2.2, c). Staff, new and experienced volunteers discusses the following: what worked and what did not, sharing of experiences (positive and negative), concerns, suggestions for improvement and other pertinent information.
- New volunteers are also introduced at this point from previous recruitment efforts either through other volunteers, chat rooms or at the bathhouse. Icebreaker exercises and scenarios are used to help new volunteers get acquainted with the existing group dynamics. *[See Appendix III]*

4.1 Evaluations

Evaluations collected from previous workshops are also discussed at this meeting to highlight common trends. This information may be used to help develop future outreach strategies or workshop themes.



5. Policies and Procedures

5.0 **Overview**

In order to ensure a succesful bathhouse night, the roles and responsibilities for the program coordinator, volunteers, the bathhouse management and staff should be emphasized during the all three meetings. The distinction of roles and responsibilities helps everyone be more aware of their duties once the event begins and when it ends. It also assigns accountability to the person assigned to the role. In other words that person should be the main contact person for that night and will help eliminate any misunderstandings that may hinder the event's success for a smoother execution of the activites.

5.1 Agency responsibility:

Agency staff is responsible for the volunteers' training, safety and general well- being prior to and during any agency event.

5.1.1 Volunteers:

The volunteers are the primary component for a succesful event. Whether they are active bathhouse users or regular volunteers, they will have the necessary knowledge and resources required for the planned activites to run effectively. Note: Volunteers should not be made to feel that they should take on responsibilites or roles that they are not ready to take. Every volunteer's comfort level is different and some may not feel comfortable until several visits to a bathhouse.

5.1.2 MSM Program Coordinator:

Acts as the overall supervisor for the bathhouse event. Should unforseen circumstances arise, he may assign these duties to the Assistant Bathhouse Coordinator (and ensures that all necessary preparations and materials are made available prior assuming assigned duties). Duties include supervision of volunteers, workshop facilitation, programming, conflict resolution and assistant to guest speakers during the event.

Main Responsibilities:

- Primary liaison with bathhouse management and staff
- Recruit new volunteers and maintain relationships with existing volunteers
- Provide proper and adequate training to volunteers
- Invite guest speakers and facilitators
- Connect with other service organizations (e.g. Hassle Free Clinic)
- Advertise through various mediums by creating posters and promoting event to bathhouse users during bath outreach schedule.
- Go over ground rules and boundaries issues with volunteers

5.1.3 Bathhouse Event Assistant:

Depending on the experience, training, participation at several bathhouse events and comfort level, the Bathhouse Event Assistant will act as the middle person to assist the MSM Program Coordinator in ensuring a successful execution of planning, meetings and actual event. He may act as the secondary liaison with the bathhouse management or staff in finalizing the details of the event. He may also assist with scheduling and training of new and old volunteers to peer skills/capacity building.

Main Responsibilities:

- Set up meeting with volunteers
- Help recruit new volunteers
- Assist MSM Program Coordinator with volunteer supervision
- Refreshment preparation
- Assist with logistics (e.g. task assignments, survey, set-up table display, etc.)

5.1.4 Additional ACAS Staff Support:

From time-to-time, male staff may assist and provide additional support if necessary. This includes promotion of event, PHA/volunteer support or recruitment, advisory committee role, and if necessary, logistical and administrative support.

5.1.5 Bathhouse Staff

Prior agreements (whether formal or informal) involving mutual cooperation between agency staff/volunteers and bathhouse management/staff would have been negotiated prior to start of the each event. In this case, ACAS negotiated with Spa Excess Inc. management in providing ACAS staff and vounteers with the following:

- complementary passes (either 50% off / free rooms or lockers) for all volunteers doing outreach; to be used after the Asian bathhouse night event has ended
- a dedicated workshop room during the the 3-hour event
- responsible for ensuring the safety of agency volunteers and staff
- access to announcement system, outreach room and display table.

Note: concessions and available bathhouse resources will depend on the individual business.





5.2 **Protocols for staff and volunteers**

5.2.1 This establishes protocols for accountability in case of emergencies, disagreements or conflicts of interest situations, should it occur during scheduled events.

5.2.2 The MSM Program Coordinator or his designate is the overall supervisor for all activities prior to and during all scheduled events.

5.2.3 The MSM Program Coordinator is the primary liaison between the Bathhouse Event Assistant, volunteers, bathhouse management and participating agency staff, guest speakers and facilitators.

5.2.4 In the absence of the MSM Program Coordinator, a designate may be assigned to assume primary duties *[see item 5.1.2]*.

Note: The designate refers to the person(s) responsible for assuming the responsibilities of the MSM Program Coordinator, Bathhouse Assistant, participating agency staff and/or experienced senior volunteer(s).

5.2.5 Volunteers will receive instructions from the designate in the event of situations described in item 5.2.1.

5.3 Establishing safety

There may be certain situations that volunteers and staff may encounter during a scheduled event at a bathhouse. It is therefore imperative that all participants are aware of boundaries and safety issues. The following points are discussed and covered during the 1st and 2nd meetings *[see sections 2.2 and 2.3]*.

5.3.1 Boundaries:

Clear distinctions should be made regarding roles as volunteers, facilitators, staff and patrons. Every person has his own comfort level and it should be respected at all times.

5.3.2 Ground rules during event:

This covers behaviour that is considered inappropriate before and during an event. This includes no consumption of alcoholic beverages and illicit drugs, fraternizing or cruising with bathhouse patrons (e.g. no touching, kissing or suggestive sexual advances, exchanging contact information).

5.3.3 Buddy System:

Every volunteer or staff participant should have a 'buddy' assigned at all times during an event to ensure safety while facilitating a workshop, doing outreach or other planned activities during the 3 hours.

5.3.4 **Safety:**

This means ensuring that staff and volunteers are not subjected to unwanted advances by patrons (i.e. physical or verbal harassment). Bathhouse staff is to be notified immediately should any ACAS participant feel threatened or unsafe. *[See Appendix III]*.

Note: agency identification tags should be worn at all times.

5.3.5 Complaints:

For complaints and grievances related to the bathhouse night event, please contact your supervisor/program coordinator at the event and consult ACAS complaint procedures.

5.4 Suggestions and Further Tips

- Engagement of volunteers during the brainstorming of workshop ideas is essential to the success of the event night. It is imperative that an environment of trust, belonging, safety is established and that a non-judgmental atmosphere is fostered during the meetings and during the event night.
- Always provide constant assurances and support for all volunteers whether they are experienced or new to the MSM Program.
- Always maintain a respectful and professional relationship with the bathhouse establishment to ensure a successful event.
- Workshop ideas and event themes should be creative, informative, visual, engaging, interactive and highly educational.
- Workshop topics should include topics that cover most aspects of sexual health promotion (i.e. HIV/AIDS, STIs, harm reduction, party drugs, alcohol/substance abuse, cultural taboos, mental health, risky behaviours, etc.). Typically, Asian bathhouse events consist of at least 3 workshops *[see sections 3.0 to 3.4]*. Always keep up to date on current sexual health issues, emerging trends (both local and international) so that workshops are relevant and fresh.



- Constant evaluations are needed to ensure the best possible delivery of program goals and objectives. This involves compiling the evaluations forms from bathhouse participants, feedback from the bathhouse event volunteers, bathhouse management and staff, guest facilitators and finally from the Bathhouse Assistant.
- Possible questions that may help in gauging or determining the success of the event:
 - a. Did the volunteers have fun and learn something from the event?
 - b. Did the workshop address ACAS goals and objectives of the event?
 - c. Did the bathhouse participants feel comfortable with the event?
 - d. Did the bathhouse participants learn something from the workshops and did they have fun?
 - e. Did we ensure the safety of the volunteers and the bathhouse users?
 - f. Were we able to recruit new volunteers for the MSM program?
 - g. Did we provide Asian bathhouse users with adequate and appropriate information on ACAS programs and services?
 - h. Did we take improve upon previous Asian bathhouse events or activities that proved unsuccessful?
 - i. Did we maintain the same level or improve upon previous successful Asian bathhouse events?
- Volunteers come and go and as a result the number of volunteers and available agency resources may affect the scope of the event.

Finally, this manual is merely a guide for new staff who may wish to initiate a similar outreach activity or event towards MSM or AMSM. Although it has proven successful for ACAS's MSM Outreach Program, it has been designed to allow for flexibility and adaptability.

thank you and good luck!

References

Poon, M.K., Ho, P.T., Sutdhibhasilp, N., Browne, G., Sokolowski, R. & Wong, M. (2006). *Characteristics of Asian bathhouse users: Implications for HIV prevention*. Unpublished collaborative study from Asian Community AIDS Services and McMaster University, Community-Linked Evaluation AIDS Resources Unit. Poon, M. K., Ho, P. T. & Wong J. P. (2001). Developing a comprehensive

AIDS prevention outreach program: A needs assessment. *The Canadian Journal of Human Sexuality*, 10(1/2), pp. 25-39.

Links

Asian Community AIDS Services: <u>http://www.acas.org/english/msm.php</u> Hassle Free Clinic: <u>http://www.hasslefreeclinic.org/</u> gay.com: <u>http://www.gay.com/chat/splash.do</u> Spa Excess Bathhouse: <u>http://www.spaexcess.com/</u>



Title: **"Mini HIV 101"** Total duration: 30 minutes

Purpose:

To identify high-risk activities than can transmit the HIV virus during bathhouse sexual situations.

Materials/tools needed:

questionnaires, evaluations forms, pencils/pens, marker, nametags, condom and lube samples.

Topics covered:

basic overview of HIV transmission myths vs. facts; negotiating safe sex in a bathhouse; referrals to resources and testing locations.

Method and Activities:

Ask participants about their general knowledge on HIV/AIDS transmission and testing by handing out prepared questions on HIV/AIDS. Then engage participants through an activity to test their assumptions on safer sexual practices (e.g. ask participants to demonstrate various sexual positions like 'doggy style' to determine if they think it's safe). Afterwards engage participants in an open discussion on the assumptions (myths and facts) surrounding HIV/AIDS. Provide current and factual information that discuss proper precautions, unanticipated situations, use of alcohol and drugs, depression and other factors associated with risky behaviours.

Evaluations:

Hand out evaluations before the end of the workshop to gain valuable feedback from participants and determine if there are other emerging issues that resulted from the workshop. [See Appendix V]

Wrap-up:

Allow time for open discussions, question & answer period, and information sharing

Title: "How to give a good blow job" Total duration: 30 minutes

Purpose:

To provide information on how to identify specific genital infections that can be transmitted through oral sex (e.g. an infected penis).

Materials/tools needed:

blindfolds, several phallic-shaped fruits and vegetables with different textures and surfaces (i.e. that can resemble different conditions of the penis); several bananas.

Topics covered:

basic overview of STIs and HIV; transmission of STIs through oral sex; how to prevent infection; where to get tested if one is infected or what to do if one tests positive for infection.

Method and Activities:

Ask participants about their general knowledge on HIV/STI transmission and infections by handing out prepared questions on HIV/STI infections and assumptions on oral sex. Then engage participants through an activity to test their assumptions on safe oral sexual practices (e.g. ask participant(s) to demonstrate how one 'gives head' in a dark setting, like a bathhouse. Ask each participant to take a half-peeled banana and demonstrate how the 'give head' (i.e. are they aggressive, do they 'deep-throat' the penis, etc.). Following their individual demonstrations, ask each participant the following questions:

- Would you be able to determine if the penis has a cut?
- If the penis has a bad odour, does it mean anything?
- If the penis has bumps does it mean anything?
- Is it safe to swallow or spit cum?



In the next activity, ask a volunteer participant to be blindfolded. Inform him to describe (using his senses) if the following 'penis' is safe for oral sex. Guide him towards several examples of penis shapes, smells, sizes and textures (i.e. various phallic-shaped fruits, vegetables, roots). Ask the volunteer to describe each 'penis' and to determine if it's safe for oral sex.

• Afterwards engage participants in an open discussion on the assumptions (myths and facts) surrounding HIV/STI infections resulting from unsafe oral sex.

• Provide current and factual information that discuss proper precautions, unanticipated situations, use of alcohol and drugs, depression and other factors associated with risky behaviours during oral sex.

Evaluations:

Hand out evaluations before the end of the workshop to gain valuable feedback from participants and determine if there are other emerging issues that resulted from the workshop. *[See Appendix V]*

Wrap-up:

Allow time for open discussions, question & answer period, and information sharing

General Agenda (1st, 2^{nd} and/or 3^{rd} meetings)

- 1. Check-in
- 2. Ice-breaker exercise (i.e. introductions of names or scenarios)
- 3. Debrief (i.e. open discussions on previous event experiences)
- 4. Pre-plan or finalize for next event
- 5. Assignment of duties and responsibilities

General Event Checklist

Task	Responsibility	Description	Duration
Preparatory Meeting	MSM coordinator/ assistant	Arrange for light dinner; review task assignments, safety protocols; handout complementary bathhouse entrance passes	7:00pm – 8:00pm
Head over to bathhouse	All	Prepare and transport all materials and supplies; bathhouse guest passes	8:00pm – 8:30pm
Set-up	All	Outreach display table, workshop room, prepare materials	8:30pm – 8:45pm
Task assignment	All; new and experienced volunteers	Partnering of volunteers, raffle solicitation, announcement of event activities; outreach	8:45pm – 9:00pm
Workshop 1	Facilitator(s)	Conduct educational component	9:00pm – 9:30pm
Workshop 2	Facilitator(s)	Conduct fun/ informative component	9:35pm – 10:10pm
Raffle draw and/or game activity		Announce winning ticket	10:15pm – 10:20pm
Workshop 3	Facilitator(s)		10:25pm – 10:40pm
Wrap-up	All	Pack-up all materials and return to agency.	11:00pm – End



Due to the nature of the bathhouse, it is important volunteers are prepared to react in the safest way possible. Some volunteers may be new to the bathhouse environment and it is responsibility of the MSM Program Coordinator or his designate to ensure that they will be prepared to deal with certain situations. These are possible scenarios to encourage discussion and build confidence. Below are steps involved and sample activities to help volunteers handle certain situations.

Steps

- 1) Divide volunteers into teams of 3 or 4 depending on the numbers available
- 2) Assign each team a scenario
- 3) Have teams take turns acting out scenario
- 4) Discuss and provide each other positive feedback with recommendations

Sample Scenarios

Scenario One

Title: "The Stalker"

Scenario: You are a handing out condoms in the bathhouse and you notice this man that is following you wherever you go. You try and move away to different places, but no matter what you do, he is there. The man finally approaches you and shows his dick fully erect and starts rubbing your leg with his penis. What would you do?

Purpose: how to deal with the stalker in a safe and polite manner.

Scenario Two

Title: "The Asian bathhouse user who does not understand/speak English"

Scenario: You encounter an Asian bathhouse user who has little understanding of English but shows interest in knowing more about ACAS and the workshops being conducted during that night. It also seems like he is interested in you. What can you do to make his time in the Asian bathhouse night fun and educational?

Purpose: how to promote ACAS and its resources while making the patron understand that you are not attending as a patron.

Scenario Three

Title: "The attractive/unattractive Asian guy in the bathhouse"

Scenario: An attractive/unattractive Asian guy in the bathhouse is showing interest in you while you and another volunteer are preparing for a workshop. The Asian patron hands you a cocktail. What do you do?

Purpose: Review responsibilities, boundaries and ground rules as an ACAS Volunteer.

1.	Please	rate	the	workshop	
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10	9	8	7	6	5	4	3	2	1	0
Exce	llent							Uns	atisfac	tory

2. Please rate how well the facilitator/s presented the workshop?

10	9	8	7	6	5	4	3	2	1	0
Exce	llent							Uns	atisfac	tory

3. What you liked about this workshop?

4. What didn't you like about this workshop?

5. Suggestion for future Workshop:

6. Email for future events: _____



Asian Community AIDS Services

17 Isabella St. 1st .FL, Toronto, ON Canada M4Y 1M7

Phone: 1-416-963-4300 Fax: 1-416-963-4371 Web: www.acas.org