



MPL Annual Training | Creating Your Masterpiece Facilitator Guide

Time Required: 60-90 minutes

Before You Begin:

- Create a schedule that will accommodate all team member shifts
- Customize invitation and distribute to all team members
- Review the presentation
- Make all necessary customizations to PowerPoint slides
 - Slide 2: Please customize the slide with your organization's logo.
 - Slide 3: Fill in outcomes, new initiatives and any other accomplishments for the past year.
 - Slide 32: Fill in this slide with options for team members to take their engagement to the next level.
- Print one Balancing the Four Components worksheet for each participant
- Print one Language Discussion handout for each participant
- Optional: Outreach Lifestyle Review
 - Provide instructions with your community's custom registration code so team members are able to complete the Outreach Lifestyle Review online. Contact your Partnership Specialist to learn your community's custom codes.

Instructions for Facilitator:

- Community/organization is used throughout to be inclusive of all partners, both senior living communities and non-residential partner organizations. Choose the language that fits best for you.
- Resident/Member is used throughout to be inclusive of all partners, both senior living communities and non-residential partner organizations. Choose the language that best fits the individuals you support.
- Non-residential organizations: alternate language is provided in parenthesis where appropriate.
- Instructions in [brackets] are not meant to be read, but are a note to the facilitator.
- Words in (parenthesis) prompt you to customize the content.
- Paragraphs in italics are speaking points.

Who Should Attend?

- All Team Members

Materials Needed:

- Leadership Declaration
- Balancing the Four Components handout
- Language handout
- Optional:
 - Outreach Lifestyle Review
 - Supplemental Videos and Resources



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Room Setup:

- Healthy snacks
- Sparkling juice to celebrate

Optional Activity:

Creating a Masterpiece: This art activity is created as a fun, interactive learning tool. There is no right or wrong, good or bad. Suggestions are made throughout the session, but participants should feel comfortable using their creativity to draw whatever comes to mind. Have participants listen to the content first, and then draw. Limit the drawing time for each item to approximately 30 seconds. At the end of the training, each participant will have a Masterpiece. Display them in your community or invite participants to keep them as a successful aging motivation. *All optional activity notes are in blue print on this document.*

Additional Materials Needed:

- Large paper to cover area in front of each participant
- Colored pencils or other drawing utensils

Additional Room Setup:

- Provide a drawing/writing surface for participants

Supplemental Videos and Resources

The use of videos helps to create a fun and engaging training environment. Please see the document titled, Supplemental Videos and Resources, for a list of videos that you might consider, along with an explanation of each. Consider showing the video, then asking your trainees for their feedback. What was positive? What could have been better? If you decide to include videos, it will extend the length of your training.



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Speaker's notes:

SLIDE 1: Creating Your Masterpiece

Welcome to "Creating Your Masterpiece". This training is our annual booster for Masterpiece Living. Today we are going to look back at our success and look forward to the future. We're glad you're here. Your role in our culture is extremely important as we are creating individual and community-wide masterpieces. **[Facilitator add your own introduction and welcome message]**

SLIDE 2: A Masterpiece Living Partner

[Please customize the slide with your organization's logo.]

You may be wondering, "Why are we here?" Well, we've made a commitment to enhance the lives of the people working and living here (**non-residential organization: people who are a part of our organization and who we come into contact with**) through a partnership with Masterpiece Living. You are all here today because you play an important role in this commitment, without you, we won't be able to be successful. Our leadership team has written a statement on why we are partnered with Masterpiece Living, I'd like to read that to everyone as we get started today **[Read Leadership Declaration]**.

[Optional activity- Creating a Masterpiece: This art activity is created as a fun, interactive learning tool. There is no right or wrong, good or bad. Suggestions are made throughout the session, but participants should feel comfortable using their creativity to draw whatever comes to mind. Have participants listen to the content first, and then draw. Limit the drawing time for each item to approximately 30 seconds.]

[To begin, ask participants to draw a frame, ask them to select words that stand out from the leadership declaration and write them in or around the frame]

SLIDE 3: Celebrating Our Accomplishments

[Facilitator: Fill in outcomes, new initiatives and any other accomplishments for the past year. Ask the group to come up with some additional accomplishments.]

I'd like to begin today's training by congratulating everyone here for your hard work over the past year. We've accomplished a great deal and we certainly have reason to celebrate. Here are some of our Masterpiece Living accomplishments over the past year...
It's so easy to get caught up in everything going on each day that sometimes it's hard to remember to take the time to acknowledge all that we've accomplished. Thank you for your dedication and hard work.



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[Optional: Provide party hats and noise makers to celebrate all that your organization has accomplished.]

[Optional Activity- *Creating a Masterpiece*: have participants draw a symbol that represents celebration. Examples: dots for confetti or a party hat]

SLIDE 4: Why Masterpiece Living?

Let's begin by refreshing our memory about who Masterpiece Living benefits and how. First, MPL benefits every person in this room, the older adults we support, and anyone else who is a part of our "village" – your family members, friends, community members, etc. Of course, supporting the residents/members of our community/organization is our first priority. By providing the fertilizer for our soil, everyone benefits from a supportive environment. Additionally, those who choose to use the tools MPL provides, will benefit even more. They will have the chance to look closely at lifestyle choices and decide what, if anything, they would like to do differently based on the successful aging research.

[CLICK] *MPL also benefits our whole community/organization by providing systems to prove that what we are doing really is providing the best environment for growth. Residents/members have the opportunity to guide the actions at our community/organization when they participate in the Masterpiece Living Reviews.*

[CLICK] *Finally, all MPL partners across society are a part of something bigger – a movement that will change the aging experience not only for older adults of today, but for future generations as well. Let's dig in deeper on what Masterpiece Living is all about and the concepts that provide the foundation.*

[Optional Activity- *Creating a Masterpiece*: draw three concentric circles and write the "3 Why's" within their respective circles: individual, organization, nation. Within each of the circles, write or draw the elements that represent this "why"]

SLIDE 5: What is Masterpiece Living?

We just talked about who Masterpiece Living benefits, let's talk more about what it actually is. Can anyone share what they think Masterpiece Living is?

Think of it this way: think of people as plants – plants that want to grow and thrive; and our organization as the soil. We provide the supportive environment for a person to grow and thrive. This is what you are doing already – the celebrations we heard earlier. Now, through our partnership with Masterpiece Living, we are adding a key ingredient – fertilizer! Yes, without fertilizer the plant may still grow, but with fertilizer a plant will grow stronger, faster, and more vibrantly than without.



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So what is Masterpiece Living? Masterpiece Living is a company that we partner with that is made up of a team of experts on aging. They provide research-based tools and resources that our entire community/organization – team members and residents/members- can use to live healthy and age successfully.

SLIDE 6: The Successful Aging Curve

*Reviewing the reasons why we are committed to successful aging helps us refocus on the big picture. This focus ensures that we continue to grow and raise the bar as an organization/community. The ultimate mission of Masterpiece Living is to change the perception and experience of aging. We're well on our way to doing that here at **(insert organization/community name)**.*

The research on successful aging tells us that most of how we age is based upon the little things we do every single day. Contrary to popular belief, only a small fraction of our long-term health stems from genetics. The research tells us that staying physically active, learning new things, having meaningful social connections, a sense of meaning and purpose in your life, and being surrounded by a supportive environment are the keys to living a quality life.

This graph shows the Successful Aging curve. The dotted line shows that we can maintain function and abilities until late in life, bumps in the road will happen (depicted by the blip in the curve) but we can bounce back and continue to live a high functioning life until death. This is counter to societal beliefs about aging. It's our job to show what's possible.

And that's not all! The research also shows that it's never too late. Even those that have started down the solid line are able to increase resilience and decrease risk with healthy lifestyle choices.

In order to take the "high road" to aging, there are four lifestyle components that come into play.

SLIDE 7: S.I.P.S: The Four Components

Part of the successful aging foundation of Masterpiece Living is the four components. Most likely these are familiar to you. Can anyone name them? That's right! Spiritual, Physical, Intellectual and Social (SIPS). Everyone lives these differently but a balance in the four components, along with challenging ourselves to try new things, sets us up on the path to successful aging. Let's take a look at our personal balance in the 4 components.

[Handout: Balancing the 4 Components]

[Optional (recommended): provide directions to take the Outreach Lifestyle Review or have participants take the self-scoring Lifestyle Review]

SLIDE 8: Social

*The first component is the social component. Many of us take for granted the social component of our lives, with the numerous ways we connect through social media. But, the social component really is about creating meaningful relationships with people, face to face whenever possible. This requires going beyond small talk. Based on the definition on the slide **(click and read slide bullets)**, what are*



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your strengths in the social component? Fill them in on your worksheet. What could you work on in the social component? Take a moment to write down your areas for growth.

[Optional Activity- Creating a Masterpiece: have participants draw something representing the social component (people, hands, telephone, cup of coffee, etc.)]

SLIDE 9: Intellectual

*The intellectual component might be considered “boring” until you think creatively about how we can learn new things in a way that is fun! The intellectual component can be especially fun as a group! It means challenging your brain to learn something new or try something you’ve never done before. **(Click and read slide bullets.)** Masterpiece living is partnered with a brain health expert, Dr. Rob Winningham, to ensure team members and residents/members are provided with the fun and current brain health resources **(Check our Dr. Rob’s Cognitive Connections™ for more information)**.*

Take a moment to write down what you do to be intellectually “active”. What could you work on to experience growth in this component?

[Optional Activity- Creating a Masterpiece: have participants draw something representing the intellectual component (light bulb, book, puzzle, etc.)]

SLIDE 10: Physical

*We all know the importance of staying physically active. But the physical component is more than just staying fit. It’s also about nutrition, preventing physical illness, maintaining function and strength. These benefits allow us to do everything we want to do in our lives. The good news is, it’s never too late to improve physical function, regardless of your age. **(Click and read slide bullets.)** Keeping in mind all of the elements that make up the physical component, fill out the physical portion of your worksheet.*

[Optional Activity- Creating a Masterpiece: have participants draw something representing the physical component (a dumbbell, apple, banana, heart, etc.)]

SLIDE 11: Spiritual

Spirituality is very individual. For many people, religion might be an important part of spirituality. For others, it might be closely tied to nature, music or meditation. Regardless of how you practice, spirituality includes having a sense of meaning and purpose, feeling connected to something greater than yourself and it can provide a way of coping with worry or stress. How do you nurture your spiritual side? What could you do to enhance this area of your life? Fill in the worksheet under the spiritual component.

[Optional Activity- Creating a Masterpiece: have participants draw something representing the spiritual component (candle, dove, religious symbol, etc.)]

SLIDE 12: S.I.P.S: The Four Components



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This was a quick exercise to get you thinking about the balance in the four components in your life. The Lifestyle and Mobility Reviews are tools that are available to residents and team members to take an in depth look at the balance in the 4 components. Once we've analyzed our successful aging balance, the next step is to look at where we can grow...

SLIDE 13: How Far Can You Grow?

*We've just given thought to our own lives and our successful aging journey. How might you inspire residents to do the same? Each person has room to grow in one or more components. It's up to each individual to decide what that looks like, but it's up to **us** to create an environment that supports such growth. Please fill out the bottom part of your Successful Aging Self-Review worksheet. This is for you to keep, no one else will see your goals. Would anyone like to share a personal goal? Thank you for sharing.*

[Optional Activity- Creating a Masterpiece: draw a tree to represent growth]

The Successful Aging concept is a great one in theory, but can have some challenges. Let's take a moment to look at something that impacts how we support successful aging...

SLIDE 14: Usual Aging

Unfortunately, despite what the research tells us, this image is still how our society views aging. The view is that our lives begin with growth and potential (depicted by the solid line rising up the graph), then we level off (flat solid line) and then, at around age 30, a slow and steady decline begins (downward line). This is the 'usual aging' curve. The idea that our health and function continue to get worse until the end of our life.

We know that this doesn't have to be, it is proven that given the right environment and atmosphere people can GROW at any age. We see it every day with people who live and work here. Age is not about decline. We can make it more likely that the people who live and work here have an experience more like the dotted lines in the following photo....

SLIDE 15: Successful Aging

The dotted line shows that we can maintain function and abilities much later in life, bumps in the road will happen (depicted by the blip in the curve) but we can bounce back and continue to live a high functioning life until death. We may have declined slightly and slid down the curve a little, but there is always the option to grow or maintain from wherever we are. The social, intellectual, spiritual and physical lifestyle choices we make help us to weather the bumps in the road. This is different thinking than what most people believe aging to be. It is our job to show what's possible.

Unfortunately, society in general has a pretty negative view of ageing. Let's discuss that further...



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SLIDE 16: What is Ageism?

The belief that aging is about decline, the thinking that older adults aren't of value or don't contribute are negative and false stereotypes of older adults. This is called ageism. Ageism is discrimination against a person of a certain age group. Ageism can relate to any age, during this training, we are speaking directly about ageism directed toward older adults. Discrimination may sound like a strong word, and it's easy to think, "I don't discriminate; I love older adults; this doesn't apply to me". Because we live in a society that, in general, fears growing old, we actually tolerate a lot of ageism in our everyday lives that we don't even think about. As we continue to enrich our culture, we want to be aware of ageism in ourselves and others in order to be the voice that challenges those beliefs. We're going to work to uncover the ageism that is happening all around us.

SLIDE 17: Reality Check

Here's a simple test you can take with you to help increase your awareness of ageism. This will also help bring awareness to the beliefs of others. In the following sentence, fill in the blank with a gender, an ethnicity, a spiritual faith. Is that ok? No. Now fill in the blank with "too old". Is that ok? Unfortunately, it is accepted but it is not ok. Moving forward, if you can fill in any statement you hear with a gender, ethnicity, or spiritual faith and ask yourself, "is that ok?" If the answer is no, then it's not ok to use age that way either. Ageism isn't always completely blatant or obvious, it can just be grouping people into a category and making assumptions about them. For example, saying things such as... "they get sick because they are all so lonely" or "they aren't interested in technology". Take a moment to reflect on anytime you've said or heard anyone say something like this. Sometimes it's not these words exactly, but something similar, for instance "our residents are older than other communities' average age so they can't do that." Be aware of times when you or others group older adults into a category. This small step will help work toward eliminating ageism.

*Does anyone have any thoughts on how to respond if you hear an ageist comment? **[Facilitator: feel free to use the following examples and discuss with the group possible responses. Discuss as a large group or gather people in groups of two or three to have them come up with responses.***

Comment: "They're too old to live alone"

Possible responses: "Most people can do a lot more than what you give them credit for" or "what concerns you about this person living alone?"

Comment: "You work with old people? That must be depressing"

Possible responses: "Not at all, you should see what we have going on at our community/organization." or "There is a pretty negative stereotype about what older adults are capable of, at our organization, things are much different than that stereotype.]



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SLIDE 18: Want to Stop Ageism?

It's not just the phrases we use or responses we have, but even the individual words that make up our sentences can be an indicator of ageism. Language has great power, it influences thoughts, beliefs and actions.

[Optional Video: The Power of Language: <https://www.youtube.com/watch?v=Hzgzim5m7oU> (internet connection required)]

Are we guilty of accepting and perpetuating ageist stereotypes? The answer may be found in our choice of words. Let's take a quick look at some ageist, yet common phrases and words...

SLIDE 19: Words like...

Let's start with the word "still". At first it seems relatively harmless. Can anyone guess how this word can be ageist? You may have heard things like..."He's 90 and STILL hiking". "She's 85 and STILL volunteers weekly". The word STILL indicates that we don't expect someone who is 95 to be volunteering. That the default position is to disengage. "Still" is an excellent example of subtle influencers in our language. Let's try another example...

SLIDE 20: Phrases like...

How many times have we used this phrase or heard it used? Why is this ageist? That's right, it attaches a negative thing, a forgetful moment, to older adults in general. This commonly used expression supports a negative stereotype. If we allow this phrase to continue, then we continue to perpetuate ageist views in our society. Can you think of other words or phrases that could be ageist? One way to support growth and potential is to take a look at the language we use here at our community/ (/organization). Here are some commonly used phrases/words that we have seen change over the years.

[Optional activity- Creating a Masterpiece: write the word STILL, Senior Moment and any other ageist word the group identifies with an x through them.]

SLIDE 21: Words

There are many great examples of progress and positive views of aging beginning to break through. Here is an indicator of progress, however the use of the "F-word" is still prevalent. Do you go home to your "facility" after work? I don't know anyone who would want to describe their home using the word facility. What does the word facility convey? Then why is the word facility used when describing a place where older adults live? Using the word community has been a refreshing change, however the "F-word" has a long history and habits can be hard to break! Maybe we don't use it here, but I'm sure you've heard friends and family referring to a senior living community this way.

(Facilitator, discuss what languages changes have already been made at your community/organization that show progress).



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SLIDE 22: Phrases

There are many great examples of progress and positive views of aging beginning to break through. Here is an indicator of progress, however the use of the “F-word” is still prevalent. Do you go home to your “facility” after work? I don’t know anyone who would want to describe their home using the word facility. What does the word facility convey? Then why is the word facility used when describing a place where older adults live? Using the word community has been a refreshing change, however the “F-word” has a long history and habits can be hard to break! Maybe we don’t use it here, but I’m sure you’ve heard friends and family referring to a senior living community this way.

(Facilitator, discuss what languages changes have already been made at your community/organization that show progress).

SLIDE 23: Empowerment

*If we don’t believe older adults can grow, we’re doing them a disservice—we aren’t creating an environment in which they’re able to flourish. The research shows us that older adults **can** grow and it’s important that our language and attitudes reflect that. Additionally, “my residents” suggests possession. How about, “Let’s try!”?*

We can impact our culture by examining our language choices. Let’s do an activity to discuss language used here...

SLIDE 24: You Are What You Speak

[Facilitator: Have participants gather into groups of 4 or 5 people and complete the discussion worksheet. Lead discussion to share responses]

What commonly used words and phrases would you like to consider replacing? What replacements did you identify? How will you encourage accountability?

Great discussion. Thank you all for your participation. Language is a big part of our culture, it sets the tone for everything.

SLIDE 25: How Full is Your Bucket?

If we are intentionally shaping a culture of successful aging, then awareness of language in every interaction is an important consideration. Tom Rath, author of “How Full is Your Bucket?” suggests that every interaction we have with another person has an impact, either positive or negative. There are no neutral interactions. If this is true, and it is everyone’s role to contribute to a successful aging culture, it makes sense to take time to consider the impact of our interactions with others. Language is the outward demonstration of our attitudes, beliefs, values and ultimately culture. We have the ability to fill or take away from an individual’s or our organization’s bucket.



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This leads us to our next topic of what your role is within all of this. You now know the 4 components, have discussed ageism and the impact of language, let's talk what this means to your job every day.

[Optional activity- Creating a Masterpiece: draw a bucket on your page]

SLIDE 26: Fill their Buckets

*As we know, words have the power to shape our culture here at **(insert community/organization name)**. If we want to create an environment that encourages and supports everyone in growing and reaching their potential, it is important to choose our words carefully. Masterpiece Living has identified some key characteristics of language choices that encourage a successful aging culture – Words that communicate our belief that **growth** is possible, words that **empower** others to take action, conversations that are **meaningful**, and phrases that **support** others in the actions they choose on their successful aging journeys. We can remember these by the word GEMS! When we use GEMS to guide our language choices, we give others the gift of meaningful interactions.*

[Optional activity- Draw GEMS inside the bucket, focusing on the GEMS helps to fill others bucket's with each interaction]

SLIDE 27: How does this impact my job?

*You may be wondering..."How does all of this information relate to me?" Sometimes when we're in the busyness of the day it's hard to see how all of this fits into your role. Masterpiece Living shouldn't be viewed as one more thing on your plate. Successful Aging culture is the lens through which we view all policies, decisions and interactions **(click)**. It's not adding more to our plate, it is the plate. It's not about adding to or changing what you do, just looking at how you do it. It's a different way to view what you're already doing. Continually analyzing how we can improve and enhance our culture to support successful aging, helps us avoid getting stuck in the way things have always been done. Whether it be through walking the talk, supporting engagement in the 4 components, being conscious of language choices, using "GEMS" in our interactions, or being fully involved in our champion team.*

[Optional activity- Creating a Masterpiece: draw a big circle around the entire drawing to signify "the plate"]

SLIDE 28: Looking Back and Looking Forward

We've now looked back and celebrated our successes, reviewed the 3 Why's, the 4 components, ageism and "the plate"; now it's time to look forward. Constant growth for residents/members, team members and our community is our commitment.

It's easy to get comfortable and keep doing what we've been doing, especially after initial success, but the goal with Masterpiece Living is to continue to improve.



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SLIDE 29: Actions

Our actions convey powerful messages about how we view older adults and may ultimately affect how they view themselves.

On your own time, take a few moments to reflect on the messages you portray to residents about their potential for growth. What might you do differently from now on?

Let's take a few minutes to explore the second question— what do we do as a community that facilitates growth? What might we do as a community that facilitates dependence? As an example, one community recognized that they were enabling independent living residents by automatically helping everyone go through the salad bar line at a meal. Many residents were more than capable of carrying their own plates and going to the salad bar themselves, but that was the community norm. The dining team made a conscious decision to ask residents if they needed help going through the salad bar line. That way, those who wanted to get their own salads were able to do so, it wasn't assumed that they needed help. This is a great example of not compromising great service, but changing a community culture norm that enabled some residents instead of empowering them. After hearing this example, are there any at our community that you can think of? What can we do to raise the bar this year?

*Great discussion, we don't want this discussion and brainstorm to stop here, as the year goes on you make think of other ideas for enhancing our culture. When that happens, share your ideas with **(fill in who people should come to with ideas)**.*

SLIDE 30: View the Possibilities...

If you remember one thing from this training it should be that our view of older adults and ourselves should be a view of what is POSSIBLE, not what is IMPOSSIBLE. (These photos are of Masterpiece Living Partner organizations.)

SLIDE 31: We Are Part of a Greater Mission

*Let's continue to work together to achieve a community of growth and potential. We are part of a bigger mission to change the perception of aging; it must start with us and our beliefs. Here at **(fill in community/organization name)** we can prove that successful aging is possible. We can have an impact on individuals, our community/organization and our society.*

SLIDE 32:

*Now it's time to take our engagement to the next level. Here are some ways that you can get more involved in our community culture of successful aging. We appreciate your dedication and hard work to make our community a place that smashes the stereotypes of aging and focuses on growth and potential. **[Give participants instructions for next steps and where to sign-up for the various options]**.*



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[Fill in this slide with options for team members to take their engagement to the next level (examples below). You may also want to include the Team Member Interest Survey in this section]

Example options for team members to sign-up:

Join Masterpiece Living Champion Team

Lead a program

Volunteer for an event

Help with Reviews]

[Optional activity: Creating a Masterpiece: Draw an arrow or path upwards to signify personal goals, growth, potential, and upward movement.]

SLIDE 33: Thank You!

[Optional activity: Creating a Masterpiece: Ask if anyone would like to share their “Masterpiece” with the group and/or what they took away from the session]

Does anyone have any questions? Thank you for your participation today and for your commitment to making our community/organization the best it can be!