

Neighbor Circles – Quick-Start Hosting Toolkit

Everything you need to run a welcoming, low-stress gathering in your neighborhood.

◀ Before the Circle

1. Pick a Spot

Front yard, community room, park table, or anywhere people feel comfortable.

Aim for a space that fits 8–15 people max.

2. Set a Date & Time

Weeknight after 6pm or weekend late morning work best.

Aim for a space that fits 8–15 people max.

3. Invite Neighbors

Start with familiar faces: text or WhatsApp family, friends, or trusted neighbors first. Once the vibe feels safe, invite the wider block or community chat.

4. Gather Supplies

Paper & markers for name tags

Small snack or beverage (chips, fruit, tea)

Printed or phone copy of this guide

✅ During the Circle

Step	What to Do	Time
Welcome	Open with why you chose this group of familiar faces and how trust is the foundation. Remind them that every story is welcome and confidential.	5 min
Icebreaker	Share one thing that made you smile this week.	5 min
Story Round	Each person has up to 2 minutes to share a challenge or resource. Use a talking object (pen, stick) so that one speaks at a time.	20 min
Resource Swap	Ask: “Does anyone have info or skills to help with what we heard?” Share flyers, apps, and local services.	15 min
Collective Action	Pick one small goal (e.g., start a WhatsApp group, plan a potluck).	10 min
Closing Gratitude	Each person says one word of thanks or hope.	10 min

(Adjust timing as needed. Total ≈60minutes)

Group Agreements

Confidentiality: Stories stay in the circle.

One mic: Only the person with the talking object speaks.

No judgment: Listen to understand, not to fix.

Language respect: Speak slowly, translate key points.

After the Circle

Thank attendees: Via text or group chat.

Share notes: Recap key resources or next action.

Schedule the next date: (Monthly works well).

Tell Pinnup how it went:
[feedback@pinnup.org]

Safety & Inclusivity Tips

Be visible: Good lighting and clear signage.

Food sensitivity: Offer one sweet, one savory, and one allergen-aware option.

Accessibility: Ensure seating for elders or those with disabilities.

Conflict: If tension rises, pause, breathe, and restate agreements.

Quick FAQs

Q: Do I need permission to host?

A: No formal permit unless you use a public park; check local rules.

Q: What if no one shows?

A: Try again, consistency builds trust. Even 2 people are a win.

Q: Can I ask for donations?

A: You may place a small jar for snack costs, but keep circles free to attend.

Contact & Support

Need help or promotional flyers? Email circles@pinnup.org or visit "circles.pinnup.org"

Thank you for building community one conversation at a time!