

# Making a Referral to the Confidential SHARE Team

## **Meetings are free, voluntary, and confidential.**

There may be times when a student, postdoctoral fellow, friend, or colleague speaks with you about:

- Sexual harassment
- Sexual assault
- Stalking
- An abusive relationship
- Discrimination based on gender, gender identity, or sexual orientation
- Uncertainty about an interpersonal experience

They may have an interest in connecting with a confidential resource, or you might want to offer them information. Please use this document as a helpful guide for how you might describe the confidential SHARE Team to a Harvard community member, regardless of when or where the harm occurred.

# Survivor Support

## Helpful things to keep in mind when making a referral to a SHARE counselor:

➤ **Before providing information, helping someone feel heard and cared for is an important aspect of your response and can influence whether someone seeks additional support. You might consider:**

- Slowing down and taking a breath.
- Validating their experience. This could sound like “Thanks for sharing this with me. I’m sorry this is happening. You don’t have to go through this alone. I can help you get connected to support.”

➤ **If they are open to information, you might consider letting someone know that:**

- The SHARE Team offers:
  - Counseling, advocacy, and accompaniment.

This can mean:

- Talking about what happened/is happening
  - Discussing options
  - Answering questions about policies or processes
  - Going with someone to meetings/appointments
  - Discussing coping skills
- Meetings are in person or online and are free, voluntary, and confidential.
  - The SHARE Team would welcome the person to share as little or as much as they are comfortable. The Team would support whatever decisions the person makes.

An example of what referring to the SHARE Team might sound like is:

“If you were to meet with the SHARE Team, they will offer you support, such as thinking through decisions, resource connections, policies, counseling, and a range of options. SHARE will support whatever choices you make.

Let me know if you’d be interested in the SHARE Team’s contact information. If you decide to reach out, you could always call, email, or stop by their office to set up a time to meet.

## Examples of concerns someone might share with you:

- “I was sexually assaulted, and I don’t know what to do next.”
- “I’m getting really overwhelmed by readings that remind me of something that happened in high school.”
- “The head of my lab keeps making me stay late and asking to get a drink, and I’m uncomfortable.”
- “Someone was harassing me and my friend because we are trans, and I don’t know if I want to file a complaint or not.”
- “My roommate came home upset about something that happened, and I’m not sure what to say.”
- “My ex won’t stop contacting me and keeps showing up. I’m afraid they’re following me.”

**We believe you deserve safety, dignity, and belonging in your body and your community.**



### Contact the SHARE Team

Stop by: Smith Campus Center, Suite 624

Email: [CommunitySupport\\_SHARE@harvard.edu](mailto:CommunitySupport_SHARE@harvard.edu)

Phone: 617-496-5636 | 24/7 Confidential Hotline: 617-495-9100

**Free, Voluntary, and Confidential**



# Restorative Practices and Accountability Support



## Helpful things to keep in mind when making a referral to the SHARE Team's Restorative Practitioner:

It is normal for somebody to respond fearfully or defensively when they are told they may have caused harm. This response is often related to shame or fear of punishment. This response can often get in the way of people considering the impact of their actions.

### ➤ If they are open to information, you might consider letting someone know that:

- Meetings with the Restorative Practitioner are a confidential, supportive, and non-judgmental space to explore accountability.
- The Restorative Practitioner offers:
  - 1-3 sessions to talk through any concerns and help identify resources and supports
  - Ongoing accountability-focused counseling and support pods
  - Meetings with individuals, as well as groups/organizations/departments/units
- Meeting with the Restorative Practitioner is not an admission of guilt.

An example of what this might sound like is:

“I see you're going through a hard time. I want to encourage you to get support because I think the only thing harder than going through a hard time is going through it alone. SHARE's Restorative Practitioner offers a confidential space where you can reflect and talk things through without worrying about being judged. Let me know if you'd be interested in the Restorative Practitioner's information. If you decide to reach out, you could always call or email to set up a time to meet.”

## Examples of concerns someone might share with you:

- Having caused or contributed to harm and are aware they have done so
- May be unsure if they've caused harm or have been told they've caused harm
- Are part of an organization where harm has occurred
- Wanting to talk with a friend who may have caused harm



### Restorative Practitioner Contact Information:

Email: [RestorativePractices\\_SHARE@harvard.edu](mailto:RestorativePractices_SHARE@harvard.edu)

Phone: 617-496-5636

**Important note:** The Restorative Practitioner is not a resource for disputing complaints, seeking referrals for an attorney, or requesting limitations on communications (e.g., seeking to have individuals stop talking about them or particular concerns). If you have questions about the role of the Restorative Practitioner, please reach out to [RestorativePractices\\_SHARE@harvard.edu](mailto:RestorativePractices_SHARE@harvard.edu) prior to making any referral.



# Frequently Asked Questions

## What is the SHARE Team?

The SHARE Team is a confidential team of clinicians with specialized training in understanding the dynamics of interpersonal violence, advocacy, trauma treatment, harm reduction, safety planning, and restorative practices. The SHARE Team works to create spaces for safety and healing, coalition building, and restorative practices to tend to the impact of, and work toward ending, violence.

## Who can receive support?

The SHARE Team works with all members of the Harvard community: students, staff, faculty, and postdoctoral fellows. We offer support whether the harm happened recently, in the past, or is ongoing.

## What does confidential mean?

The SHARE Team does not share information with anyone at the University without their consent. This includes Title IX, Harvard University Health Services, Harvard staff or faculty, and anyone connected with judicial, legal, or conduct processes.

## What can someone expect in a first meeting?

When someone meets with us for the first time, we will move at their pace. We will often explain who we are and the work that we do, review confidentiality, and be curious about what brings them in for a meeting. We can meet in person or virtually via secure Zoom. Generally, meetings are 45-50 minutes.

## How will I know if someone I refer connects with the SHARE Team?

Due to confidentiality, the SHARE Team does not confirm whether or not we have met with someone. As a result, you will not be informed as to whether the individual chooses to access SHARE's resources. We appreciate your support and honoring of individual agency.

## What if I need help for myself?

SHARE is available to support you related to your own experiences or to discuss what it is like to support someone else.

## Can I reach out to the SHARE Team even if harm has not occurred?

Yes! We offer a range of proactive community-building workshops and programs that are rooted in restorative and transformative justice approaches, as well as principles of violence prevention. We would be excited to collaborate with you. We invite you to email or call.

## How do restorative practices differ from traditional or punitive means of addressing harm?

In a restorative approach, we move toward accountability by understanding and addressing the needs of those who are impacted by harm. Identifying and shifting root causes of why harm happened in the first place is another way to work toward accountability and reduce the chance that similar harm happens in the future.

## Will the SHARE Restorative Practitioner meet with someone who is unsure or not ready to acknowledge if they have caused harm?

Yes. Anyone can meet with the SHARE Restorative Practitioner for 1-3 sessions.

## Can I get in trouble by talking with the SHARE Restorative Practitioner?

No. We do not disclose any information to Title IX, disciplinary boards, or any judicial body.



## SHARE Team

Office for Community Support, Non-Discrimination,  
Rights and Responsibilities