



Domestic Workers Ordinance (DWO) Train the Trainer Toolkit: Overview of Materials

Seattle's Domestic Workers Ordinance (DWO) is a landmark law that protects nannies, house cleaners, home care workers, and others who work in private homes. It guarantees rights like minimum wage, rest and meal breaks, a day of rest for live-in workers, and protection from retaliation, regardless of immigration status or whether the worker is an employee or independent contractor. The law applies to individuals, families, and platforms that hire domestic workers in Seattle.

This toolkit was created by the Seattle Office of Labor Standards (OLS) to support trusted messengers in raising awareness about the Domestic Workers Ordinance (DWO). Whether you're a seasoned educator or stepping into a facilitation role for the first time, these tools are designed to help you lead a smooth, engaging, and equity centered training.

Our goal is to make the ordinance accessible, build shared understanding, and support both workers and hiring entities in knowing their rights and responsibilities. With this toolkit, you'll be equipped to spark meaningful conversations, foster community trust, and help ensure domestic workers across Seattle are treated with dignity and respect.

How to Use the Toolkit: Think of this toolkit as your co-facilitator. It's here to support you every step of the way, whether you're leading your first training or your fiftieth. Here's how to get the most out of it:

- **Start with a Strong Foundation:** Begin by reviewing the Facilitator Checklist and Language Guide. These tools will help you shape your session with intention, clarifying your structure, setting an inclusive tone, and making sure logistics are in place.
- **Guide with Clarity and Confidence:** Use the Quick Reference Guide to walk participants through the ordinance in plain language. Then, bring the content to life using Real-Life Scenarios that spark dialogue, connection, and deeper understanding.
- **Make It Meaningful and Engaging:** Select 1–2 Group Activities that match your audience's learning style and session format. Whether you're working with workers, hiring entities, or community advocates, these exercises are designed to meet people where they are and invite thoughtful participation.
- **Close with Care and Keep the Conversation Going:** After your session, share key materials, thank participants for their time, and invite feedback. This helps build trust, strengthen future trainings, and create a ripple effect of shared knowledge across your community.

What's Inside the Toolkit



Each piece of this toolkit is intentionally designed to help you deliver a training that's not only informative, but transformational. Whether you're supporting domestic workers, educating employers, or building community power, these tools will help you do it with confidence, clarity, and care.

Facilitator Checklist: This isn't your average checklist. It's a flexible planning tool to help you stay organized and centered from start to finish. You'll find clear steps to take before, during, and after your training, plus optional pro-tips on accessibility, tech logistics, and trauma-informed facilitation. Use this as your go-to guide to keep everything running smoothly and equitably.

Facilitator Language Guide: This guide helps you lead with heart. It includes sample scripts, grounding questions, and inclusive prompts to spark connection and reflection. Whether you're welcoming folks into the space or closing with intention, you'll find language that honors lived experience and uplifts workers' dignity. This is a helpful tool for first-time facilitators or anyone looking to deepen their equity lens.

DWO Quick Reference Guide: Cut through the legal jargon. This plain language breakdown of the Domestic Workers Ordinance covers all the essentials: minimum wage, breaks, days of rest, protections for undocumented workers, and more. Designed for real people in real situations, it's a great handout or teaching aid for any audience. A must-have resource for explaining rights and responsibilities clearly and confidently.

Real-Life Scenarios Packet: Grounded in true stories and common situations domestic workers face. Each scenario comes with discussion questions, legal takeaways, and facilitator tips. From unpaid wages to undocumented worker fears, you'll explore the law through lived realities. Use these to spark deep discussion, build empathy, and bring the ordinance to life.

Group Activities & Creative Exercises: Want to make your training engaging and memorable? This packet has you covered. From hands-on activities like "Label It Right" and "Let's Talk Breaks," to powerful reflections like "Dignity in Action" and "Household Code of Ethics," these tools invite participants to connect the law to their values, identities, and everyday decisions. Ideal for breakout groups, in-person sessions, or anytime you want to keep things interactive and people-centered.

The Seattle Office of Labor Standards (OLS) is here to support you!

If you have questions about the ordinance, need help preparing your training, or want to connect participants to additional resources. Our team provides free, confidential guidance to both workers and hiring entities.

You can reach us by phone at (206) 256-5297 or email us at workers.laborstandards@seattle.gov (for workers) or business.laborstandards@seattle.gov (for hiring entities).

For more information, visit seattle.gov/laborstandards.