



# Planning for the Future

November 19, 2015

2:00-3:30 p.m.

# Purpose

- To build the readiness of the facilitators and others to launch the planning process in December 2015.
- Facilitators can have significant influence on discussion quality and productivity, and because levels of experience and comfort likely vary across the 10 teams, we partnered with IISC to provide tips and resources
- We will also review the first design session in this call; subsequent sessions will be preceded by a shorter call/webinar to introduce you to content
- This is the start of a conversation: if you feel more support is needed, please reach out

# Desired Outcomes

By the end of this webinar, we will have developed a shared understanding of:

- The work we will do with our teams during Session One and the preparation needed
- Expectations related to our role as facilitators and challenges we anticipate
- A framework we can use to support our teams in building agreements
- Next steps

# Getting Started



Share one gift you bring to this process in your role as facilitator

# Preparing for Session One

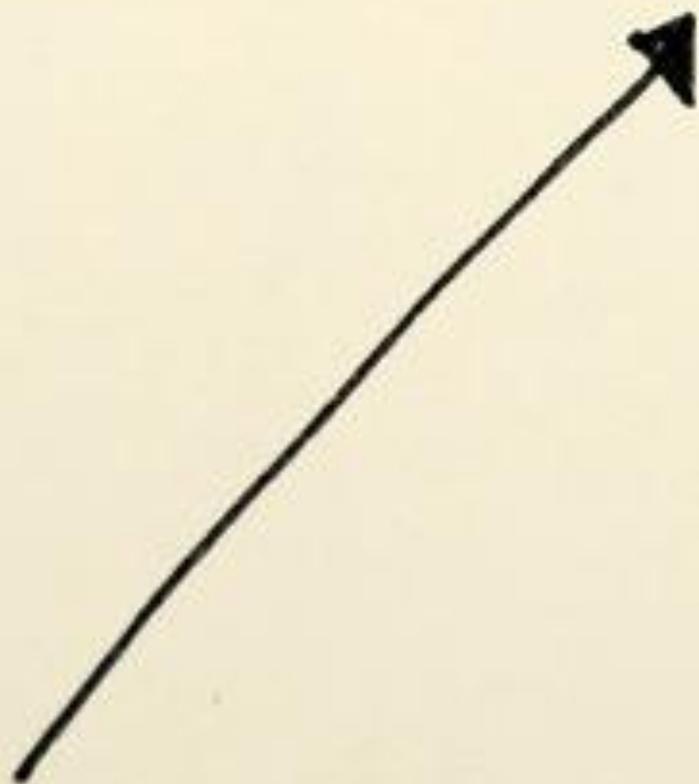
What to Expect

I HAVE NO IDEA  
WHAT'S GOING  
TO HAPPEN.



AND I LOVE IT.

Expectations



Reality



# Design session 1 - topics

## **AM – Moving from vision to shared result**

- Chelsea team representative will share their story on why this exercise matters
- JaNay Queen of Living Cities will provide overview of defining the population-level condition you want to achieve
- Teams will work independently on key questions presented by JaNay (1 hour)

## **PM - Getting the right people to your table**

- Brittany DeBarros of Living Cities will provide overview
- Teams will work independently on addressing questions introduced by Brittany (1 hour)

\*Teams will have one additional hour of planning time in the afternoon to use as needed.

# Design session 1 - preparation

## **AM – Moving from vision to shared result**

- Bring your design grant application materials: you may want to reference your vision, problem statement, and supporting data in your conversation about population-level results
- Data dashboards from Clark University will be available to all teams; while not comprehensive, this data will add context and reflect measurability

## **PM - Getting the right people to your table**

- Bring your response to the design grant application question, “What organizations, sectors, or perspectives are underrepresented or missing from your team, and how will you engage them during the design period?”

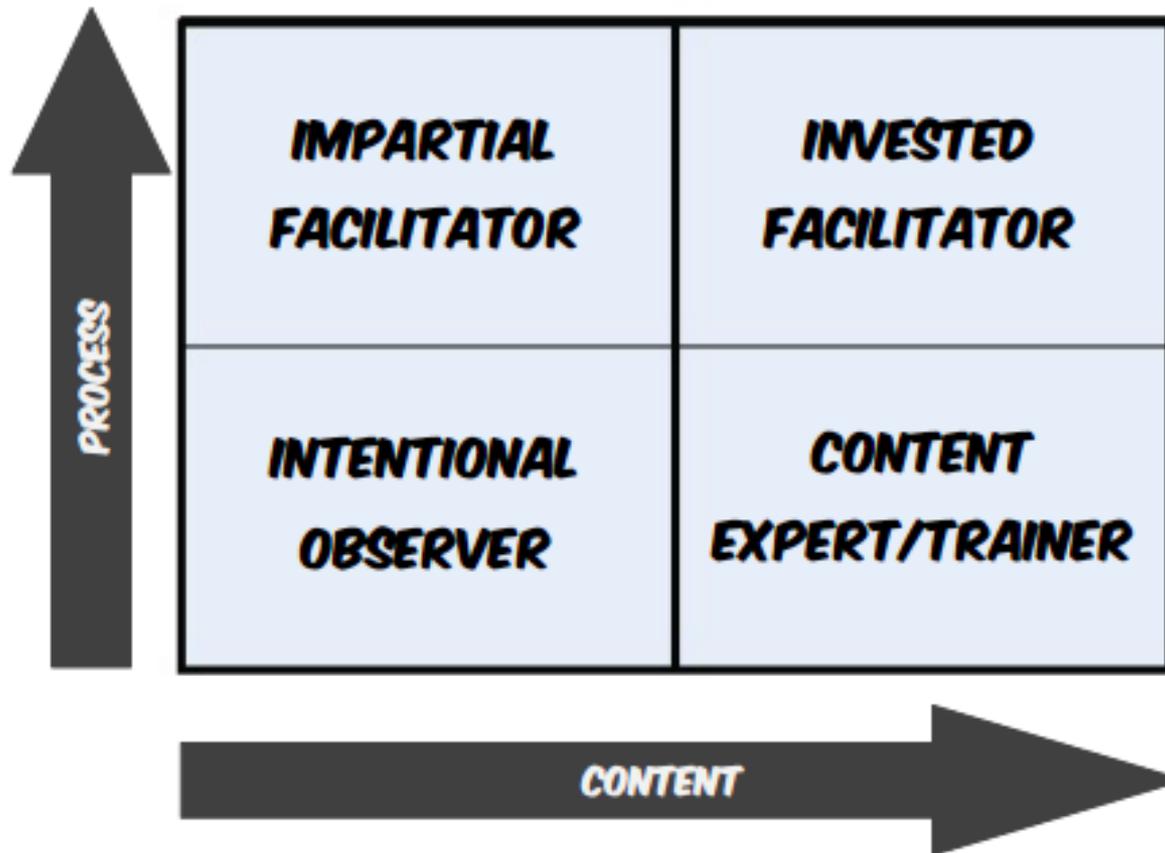
# Preparing for Session One

## The Facilitator's Role

# Your role as facilitator

- At a minimum, facilitators will be expected to coordinate your team's conversation and outputs during time allocated for independent work at each session (~3 hours per session)
- Some facilitators may be engaged to manage group work/processes outside of these sessions as well
- Facilitators should plan on allocating sufficient time for preparation; this includes working with the lead applicant to ensure full team will be in attendance and ready to engage in the topics at hand
- To help you prepare, the Boston Fed will set up a call to review the agenda and exercises before each session

# **FOUR APPROACHES TO FACILITATION**



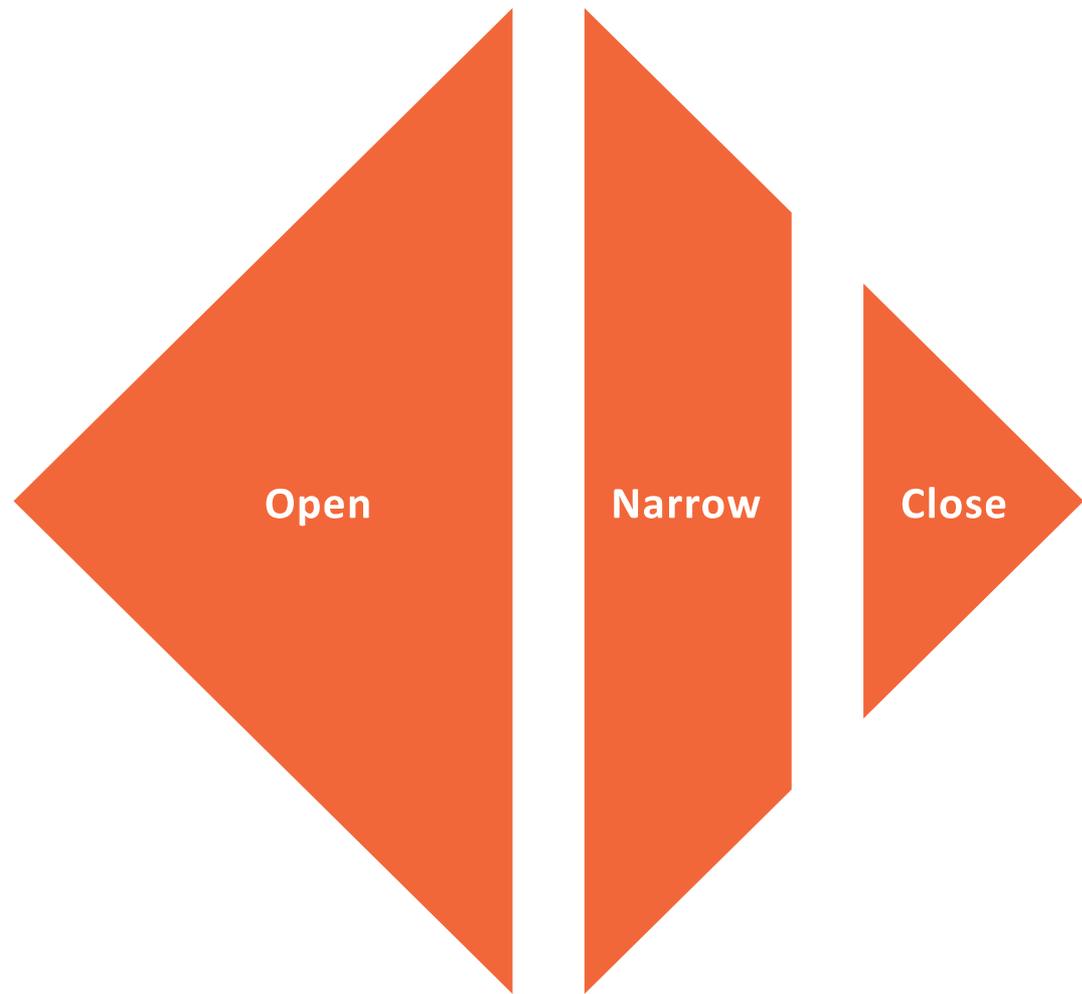
What challenges do you anticipate  
in this role?



# Preparing for Session One

A framework for supporting your team's agreement building process

# Stages of a Discussion



Open

Narrow

Close

## **OPEN**

People offer ideas, opinions or information

## **NARROW**

The information is organized for better understanding and/or is evaluated

## **CLOSE**

Specific proposals are refined and agreements are made

# How might this influence how I facilitate?

## Crafting meeting agendas

- Being clear about desired outcomes
- Naming what stage of discussion you are in—what is being asked of participants
- How to handle people who are in another conversation

Implications for stakeholder engagement – building meetings for all the people you need.

