

Working Together to Get Things Done

January 25, 2012

AGENDA

Module 1: Collaborative Learning Overview (Seminar) 8:30 – 1:00

8:30 Registration and Coffee

9:00 Welcome & Overview

Course orientation with a participatory activity introducing you to the collaborative process.

Collaborative Learning—What's in it for me?

This introduction will help you understand...

- How the use of Collaborative Learning can lead to more effective resource management;
- Opportunities for, and barriers to, the use of Collaborative Learning;
- What your role and responsibilities would be in a Collaborative Learning process.

10:30 Break

10:45 Collaborative Learning—How does it work in the real world?

Become familiar with the four phases of Collaborative Learning through the lens of a relevant case study (TBD). Understand what each phase of this process is meant to achieve, who conducts it, how long it takes, who is involved, and what happens as a result.

Collaborative Learning—How does it apply to my work?

Through a blend of instruction, small group work, and shared ideas, this section provides an opportunity to immediately apply what you're learning to a situation that you and a subset of your fellow participants wish to improve. You will...

- Vet the suitability of Collaborative Learning to improve the situation at hand;
- Identify your role in a collaborative process to improve this situation;
- Identify actions you and others can take to make progress toward improving this situation (and will address if you attend in the next module of the training).

12:00 Lunch

Lunch is provided compliments of the Elkhorn Slough Coastal Training Program. Module 1 participants are encouraged to enjoy a gourmet, healthy, locally grown and produced lunch with certified organic ingredients. Take this time to discuss collaboration with other participants, network, or just take a well-deserved break.



Working Together to Get Things Done

January 25 & 26, 2012

AGENDA

Module 2, Day 1: How we can use Collaborative Learning to get things done

1:00 **Opening Activity**

Sharpen the communication and listening skills that are critical to a productive collaborative process.

Phase I: Assessment: Figuring Out the Who, What, and Why

Walk through a “stakeholder assessment” related to the situation you want to improve. This process will help you collect and organize knowledge about the situation as you....

- Understand and clarify the nature of the issues related to the situation you want to improve;
- Identify those with a stake in improving the situation and listen to their perspectives;
- Create a visual representation the diversity of perspectives on the situation;
- Generate a matrix to organize what is known about the people, organizations, and natural resources relevant to the situation you've described;
- Discuss barriers and bridges to moving forward with stakeholder assessment with the larger group of training participants.

2:30 **Break**

Phase II: Designing a Collaborative Learning Process

Walk through the design of a process to address your issue and...

- Confirm the problem statement & purpose of the process;
- Design a plan to engage the available “kaleidoscope of expertise” for your issue;
- Develop or enhance facilitation and knowledge management skills;
- Discuss barriers and bridges to moving forward with designing the process with the larger group of training participants.

4:00 **Adjourn**



Working Together to Get Things Done

January 25 & 26, 2012

AGENDA

Module 2, Day 2: How we can use Collaborative Learning to get things done (Continued)

9:00 Coffee and light snacks

9:30 Phase III: Implementing a Collaborative Learning plan to address your issue

Walkthrough the specifics of an effective implementation process with which your team can....

- Firm up purpose, process, and outcomes;
- Establish relevance to participants' work and connect to their values;
- Generate individual issues of concern;
- Evaluate issues of concern;
- Develop and review potential improvements;
- Develop an action strategy that specifies who does what & when;
- Discuss barriers and bridges to moving forward with implementation in the larger group of training participants.

This section includes a 15-minute break.

12:00 Lunch

1:00 Phase IV: Evaluating & managing progress to achieve shared goals

Prepare to evaluate implementation of action strategy and determine next steps to continue improvement

- Track improvement toward goals;
- Document learning conflicts and ideas through meeting minutes;
- Solicit feedback through participant surveys and dialog;
- Discuss barriers and bridges to moving forward with evaluation and adaptive management with the larger group of training participants.

2:30 Break

2:45 Preparing to take your plan back to the “real world”

An opportunity to refine and further develop your plan so you can get constructive feedback from the whole group of participants and leave the training with a product that you and your colleagues can use to improve the situation of concern.

4:30 Adjourn



UNIVERSITY
of NEW HAMPSHIRE

