



Serving on Groups That Make Decisions: A Guide for Families Section 3: Processes Groups Use

Presented by:

Kristi Wees MsChem Mountain States Regional Genetics Network



www.servingongroups.org

Section 3: Processes Groups Use

Questions

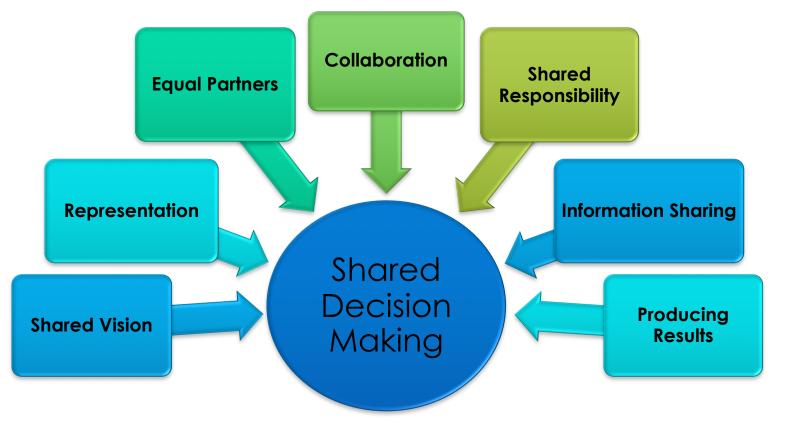
- What are the principles that guide group practices?
- What are important processes groups use?







Guiding Principles of Shared Decision-Making







Guiding Principles Example

Equal Partners

All ideas, concerns, and questions are heard and are valued.

Representation

Anyone working with the child or representing the child's best interest is present.

Shared Vision

All want the child to be healthy, happy, and successful.

Collaboration

Everyone works together to come up with a plan.

Shared Responsibility

Everyone does their part to support the child's learning at school, home, and in the community.

Information Sharing

The same information is given to all so all are able to make a well-informed decision.

Producing Results

Child makes progress.

504/IHP Plan





Helpful Reminders:

Start with the end in mind

Focus on Outcomes



Work towards positive results

- = Celebrate and publicize the success
- = Go back and make adjustments





Processes Groups Use

6. Reaching Agreement

1. Information Gathering

5. Evaluation

2. Goal Setting

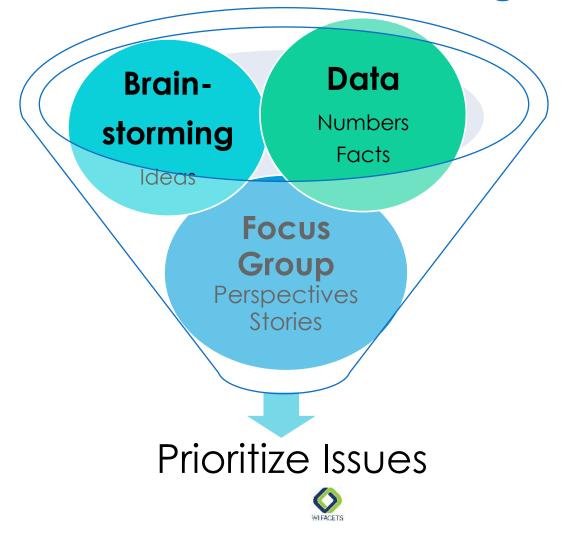
4. Collaboration

3. Planning





1. Information Gathering





2. Goal Setting

What does the group want to see happen?

Helpful Tools to Set Direction

- Vision Statement
- Mission Statement
- S.M.A.R.T. Goals

Specific

Measurable

Attainable

Realistic

Timely







3. Planning

Who will do what, by when and in what order?

Helpful Tools to Reach Goals

- Action Plan
 - Logic Models
 - Schedules
 - Strategy Charts









OUTPUTS:

Drive to park Set up camp Hike, swim, cook, play

INPUTS:

Family
members
Budget
Car
Camping
equipment

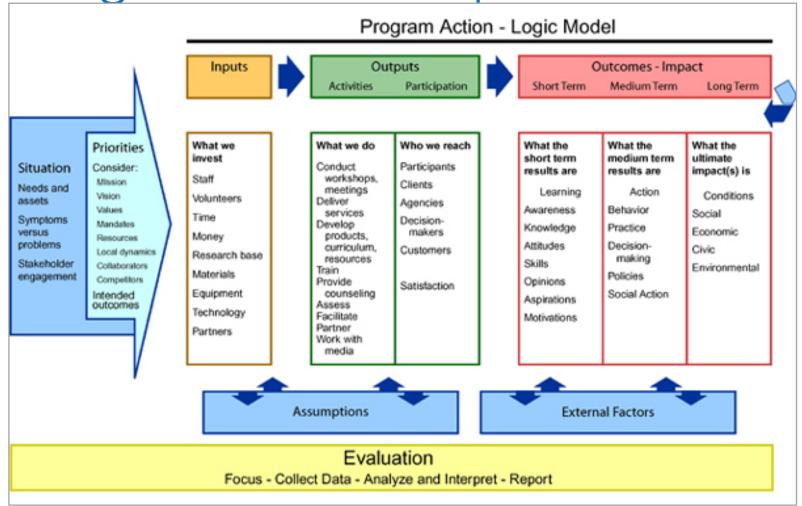
FAMILY

OUTCOMES:

Family members
learn about each
other
Relationships &
family bonds
deepen
Want to spend
time together next
year



Logic Model Example







4. Collaboration

Members working together toward a common goal.

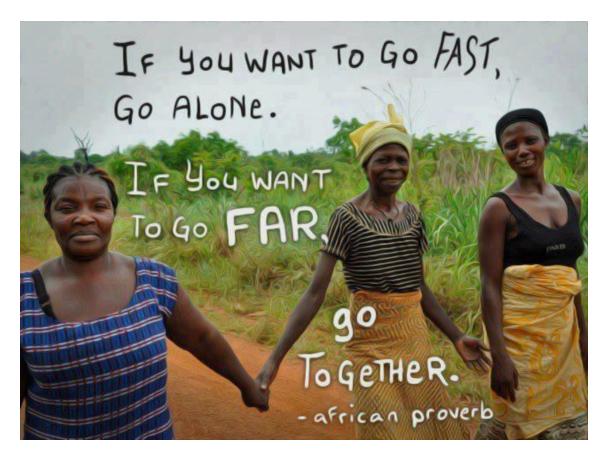
Helpful Tools:

- Agreed Upon Expectations
- On-going Communication and Networking
- Neutral Facilitator
- Meaningful Activities
- Focused Training and Technical Assistance





4. Collaboration







4. Collaboration





- More Involvement
- Better Relationships
- Greater
 Commitment
- Better
 Communication





5. Evaluation

- New information is compared to previously collected information
- Helpful Types of Evaluation

Monitor



Measure Final Results





6. Process for Reaching Agreement

Voting

- Robert's Rules of Order
 - A structured process
 - Making and Passing Motions

Consensus

- Discussion continues until all mutually agree
- Every member shares
- Key is compromise







Tips to Help YOU Personally be Effective

- Organize your information
- Keep in mind the group's goals
- List priorities
- Keep track of where others stand on decisions
- Ask the leader to explain member roles
- Check in with your family-led organization on an ongoing basis
- Take notes
- Write down the results of your activities





Section 3 Resources

The Official Robert's Rules of Order website

4

Understanding Group Processes

http://leadership.uoregon.edu/resources/exercises_tips/skills/understanding_group_process

Logic Models

http://www.uwex.edu/ces/pdande/evaluation/evallogicmodel.html

Vision Statements

<u>http://mystrategicplan.com/resources/topic/vision-statements//</u>
Mission Statements

http://www.missionstatements.com/

Leading by Convening

http://www.ideapartnership.org/documents/NovUploads/Leading%20by%20Convening%20508.pdf



