

PLANNING FOR SMALL GROUP WORK:

6 questions to support your preparation

For small group work to be successful, the clarity and direction of the small groups is important to articulate. When facilitators are assigned beforehand to participate in each group, the groups are generally more generative.

1) What are the goals in breaking up into small groups? (EXAMPLES: more manageable discussions, specific issues/topics, specific & differentiated strategies, regional/local groups, etc.)

2) What is the ideal size of the small groups and how many can you have?

3) How will you break-up into groups? (EXAMPLES: randomly, by specific interests, self-selected)

4) Who is facilitating each group? What do they need?

5) What are the specific questions that the small group is discussing?

6) What are the groups bringing back to the larger group? (EXAMPLES: clear resolutions, priority action steps, proposals for action, commitments, etc.)

REMEMBER TO CONSIDER:

How do you plan to close the Assembly?

Will you have a cultural close?

How will you affirm the agreements and accomplishments of the Assembly?

Is there a Synthesis Team chosen to synthesize content from the Assembly & small groups?

How do participants indicate that they are willing to continue working together or taking on responsibilities?