

A NOTE ABOUT PLANNING VIRTUALLY AND REMOTELY - FROM YOUR STRATEGIC PLANNING FACILITATOR

The pandemic means that we will not be able to come together face-to-face for these sessions of strategic planning. We will, however, be able to come together for them virtually, remotely, and safely. The experience will be different; better in some ways, perhaps less so in others. But working virtually and remotely allows us to advance plans for your organizations which will in turn bring positive changes to your communities. So that's a good thing.

Here are some expectations for making the most of this way of working together:

1. Get comfortable with the technology we'll be using by watching the short video that explains the features of our video conferencing software.
2. Prepare to share leadership roles to help accomplish the tasks you'll be completing. For each task, one person will need to facilitate, a second to record, and a third to keep time. Come ready to volunteer, knowing others will share the load as well.
3. Prepare to record for the group by having access to either your word processing software or a pen and paper (typing up your notes for the group later).
4. We ask everyone to attend every session. If, however, someone must miss a session, those who do attend should identify a person to reach out to that missing someone and bring them up to date on your conversations.
5. We ask everyone to complete a small but important amount of preparation for each session. This may include completing a reflection exercise; engaging with stakeholders who won't be at the table; reading a short article; reviewing the notes from the group's prior work, etc. Any prework from the organizers will be readily available for downloading at the shared document site.
6. All our meetings will start promptly at 4:00 PM. We ask everyone to arrive and get settled between 3:50 and 4:00 PM so we can start at 4, sharp. We promise we will end no later than 6:30 PM each session, and we'll take a short break.

Jay W Vogt