

Designing Deliberations

Key Conversations/Deliberations are patterns of exchange and communication in which people engage to reduce the uncertainty and ambiguity of issues that are critical to moving the work forward



The initiating step in determining a work unit's key conversations/ deliberations is to identify the **Topics** or issues about which people must reflect and communicate.

*Once the key **Topics** have been identified, these elements will need to be addressed ...*

- **Participants** – *Critical stakeholders to the issue; those who should be involved in the reflections and conversations; representative diversity of roles and perspectives*
- **Data** – *the information that is needed to effectively address the topic and advance the reflections and communication; physical documents and stored information; data bases; analytics, algorithms and machine learning*
- **Forums** – *in which they occur which may be structured, semi-structured, unstructured or ad hoc; in person or online meetings; informal interactions; internet collaboration platforms*

Group Activity

Take 2 minutes and consider one key deliberation you are having (if you don't have one now, please consider one you anticipate having or have had in the past).

In your Break-out Group take turns and share your responses with the group. You will have 25 minutes for this discussion.

In your break-out group, share one key deliberation you are having.

Next, identify the related topic(s) about which people must reflect and communicate.

Now, identify:

- ✓ Who are the key participants needed?
- ✓ What is the information that is needed?
- ✓ What are the best forums to use?