

Four Stages of Collaboration

ENVISION RESULTS BY WORKING INDIVIDUAL-TO-INDIVIDUAL

- Bring People Together – Have an Initiator; Choose Potential Members; Invite Participation; Take Time
- Enhance Trust – Choose a Convener; Hold Effective Meetings; Involve Everyone in the Meetings, Disclose Self-Interests
- Confirm Our Vision – Understand Vision Statements; Write a Vision Statement, Capture a Focus
- Specify Desired Results – Define Desired Results; Think Strategically; Take Strategic Action

EMPOWER OURSELVES BY WORKING INDIVIDUAL-TO-ORGANIZATION

- Confirm Organizational Roles – Document Progress; Obtain Authority Within the Home Organization; Secure Letters of Commitment; Clarify Authority Within the Collaboration
- Resolve Conflicts – Expect Conflict; Clarify the Issues; Create a Conflict Resolution Process; Resolve the Unresolvable
- Organize the Effort – Form a Structure; Determine Roles; Decide About Staffing; Secure Resources
- Support the Members – Establish a Decision-Making Protocol; Create a Communications Plan; Reward Members in the Collaboration; Reward Other People

ENSURE SUCCESS BY WORKING ORGANIZATION TO ORGANIZATION

- Manage the Work – Review the Vision and Desired Results; Lay Out an Action Plan; Create Accountability Standards; Build Collaborative Work Habits
- Create Joint Systems – Decide the Degree of Closeness; Create and Approve Joint Agreements; Make Needed Organizational Changes
- Evaluate the Results – Value Evaluation; Create an Evaluation Plan; Continually Improve the Work
- Renew the Effort – Promote Adaptability and Flexibility; Retire Appropriate Members; Add New Members; Celebrate

ENDOW CONTINUITY BY WORKING COLLABORATION-TO-COMMUNITY

- Create Visibility – Convey the Image; Promote the Results
- Involve the Community – Teach the Value of Collaboration, Bring Diverse Interests together; Build Leadership; Hold Public Forums
- Change the System – Understand the Present System; Plan Changes in the System; Begin to Change the System
- End the Collaboration – Understand the Need for an Ending; Create Ending Rituals

Source: Amherst H. Wilder Foundation Collaboration Handbook: Creating, Sustaining and Enjoying the Journey by Michael Winer and Karen Ray