

# Convening a Working Group

## Starting Well Workshop Guide



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### Purpose

Officially kick off a working group for a Lab.

### Goals and Outcomes

- Come together around the potential of the Lab and shared principles
- Establish roles and ways of working
- Begin mapping partners and adapting timeline
- Agree next steps

# CONVENING A WORKING GROUP

## Starting Well Workshop

### Assumptions

This workshop assumes that the working group has committed to hosting a Lab or other event. It also assumes that all the people who need to be involved are present, and will have a role to play in developing, hosting, and following up the Lab.

### Hello, Acknowledgement and Introductions [10 min]

Allow time to greet each other, do any introductions, offer an Acknowledgement of Country, and check that the agenda and time work for the group

### Activity 1: Lab Potential [40 min]

Start with inspiration and big picture. This activity asks the participants one question: What excites us about this Lab, in this place? Give participants 5-10 minutes to add their thoughts. Share and discuss.

### Activity 2: Our Regenerative Principles [20 min]

Developing a set of regenerative principles together is similar to developing a set of shared intentions. This activity asks participants to consider a set of principles drawn from other regenerative practices, and to develop their own.

### Activity 3: Rhythms and Responsibilities [20 min]

Work through each question. Get to the nitty gritty of who will do what and how you will work together. Get these basics agreed to make working together easier.

### Activity 4: Partners [20 min]

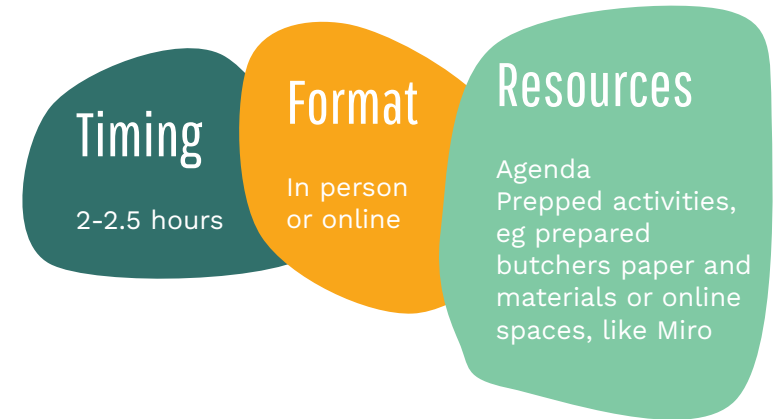
As time allows and so that working group members can keep moving quickly after the Starting Well conversation, spend a little time brainstorming potential partners.

### Timeline and Planning [30 min] As needed

Work through the timeline and establish any key milestone dates that have not been agreed so far. Link to responsibilities. Go to the next level of planning tasks.

### Close and next steps [10 min]

Agree next steps. Who will do what? When will you meet next, and for how long?



## Workshop Guide

On the next pages you will find the following workshop guide:

- **Starting Well** - The 'Starting Well' workshop guide sets out some activities that will help a working group get going and set some norms. For the 'Lab potential' and 'Regenerative Principles' activity it provides examples of participant input

# WORKSHOP GUIDE

*Hello*



# LOCAL LEARNING LAB

Starting Well

Forming a Working Group



INNOVATE TO  
REGENERATE

THE  
AUSTRALIAN  
CENTRE FOR  
SOCIAL  
INNOVATION





We acknowledge the traditional custodians and owners of the lands in which we work and live on across Australia. We pay our respects to Elders of the past, present and emerging. We are committed to collaboration that furthers self-determination and creates a better future for all.



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# Agenda

Lab Potential

Our Regenerative Principles

Rhythms and Responsibilities

Partners

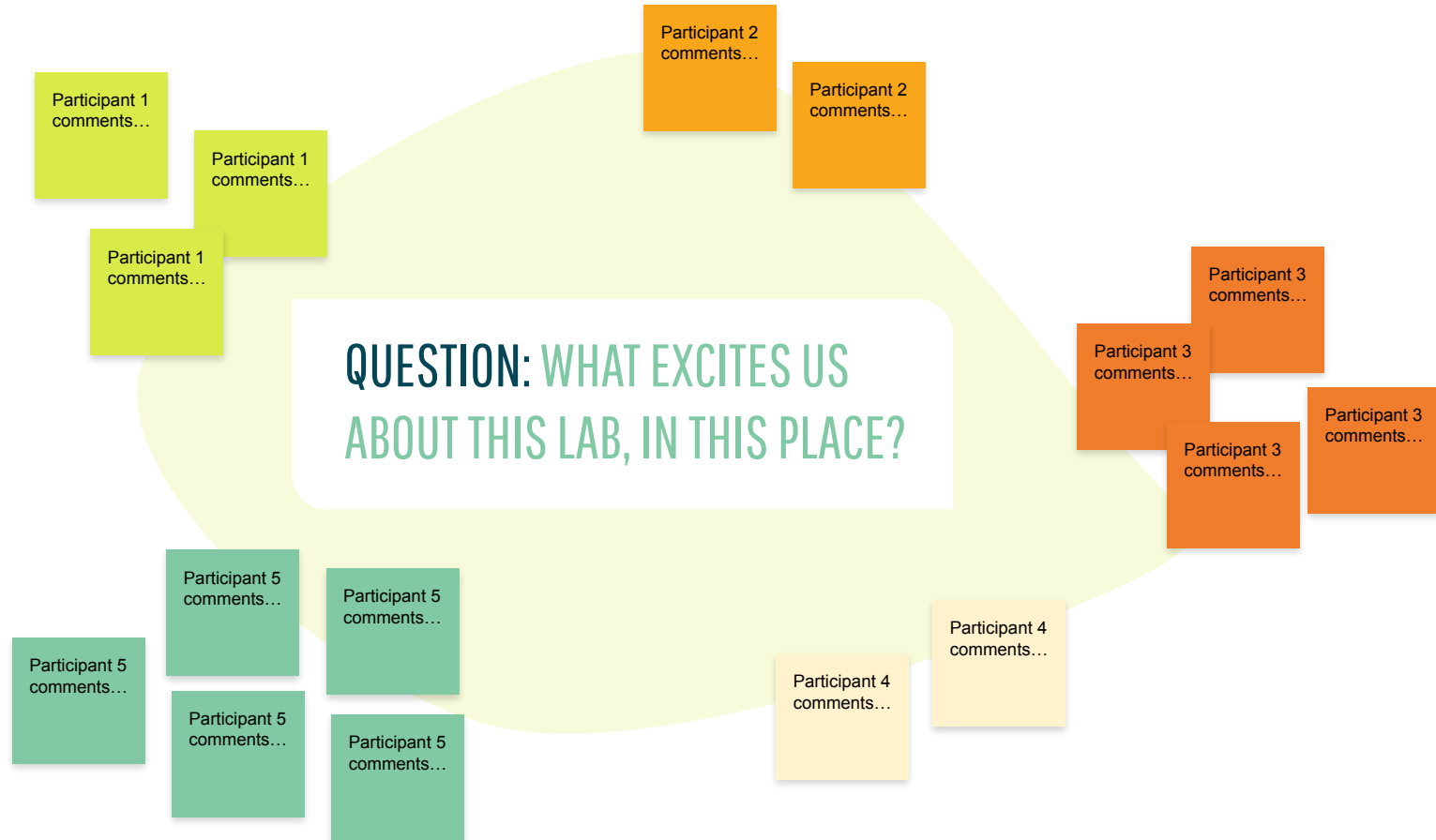


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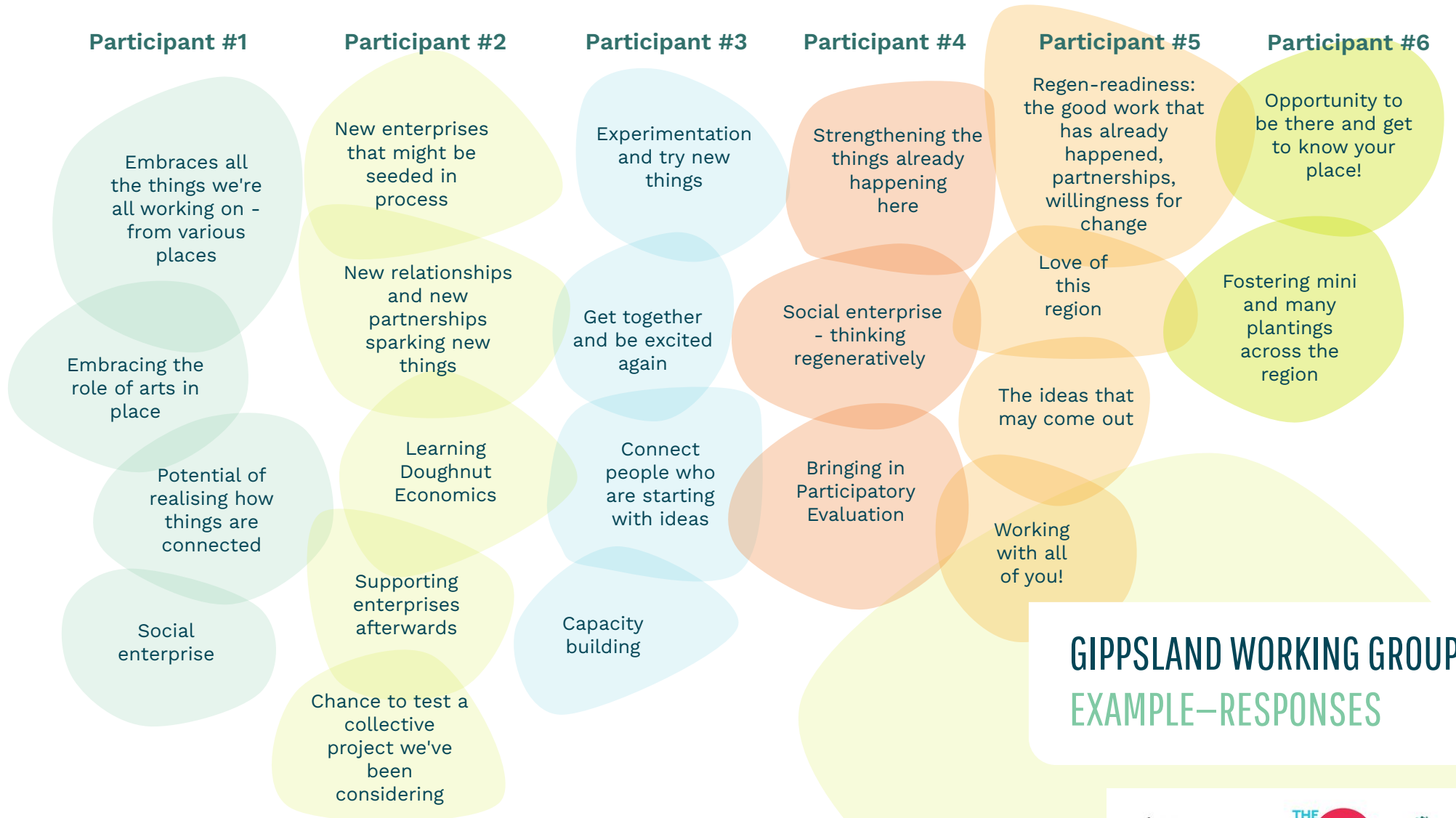


# Activity 1: Lab Potential



# Example: Lab Potential

**QUESTION: WHAT EXCITES US ABOUT THIS LAB, IN THIS PLACE?**



**GIPPSLAND WORKING GROUP**  
EXAMPLE-RESPONSES



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# Activity 2: Our Regenerative Principles

What principles will be important for us, for this Lab or event?



Use stars to vote

Participant 1  
comments...

Holding the challenge  
of transition

Participant 2  
comments...

Cultivating our own  
capacity to care &  
steward regeneration

Participant 3  
comments...

Acting from  
Nature, as source

Participant 4  
comments...

Regenerative  
ends and means

Participant 5  
comments...

Attending to many  
time horizons

Copy and  
paste post-it  
notes

In service of life

## SAMPLE PRINCIPLES FOR DISCUSSION

What is  
important for  
our shared way  
of working?

What would  
you add or  
change?

What kind of  
experience do  
you hope to  
create for  
others?

Taking a relational &  
participatory approach

Furthering local and  
individual agency &  
self-determination

Working with the will  
and capacity for  
self-organising,  
growth & healing

Deep listening, respect  
and co-creation

Engaging and supporting  
First Nations leadership,  
culture and innovation



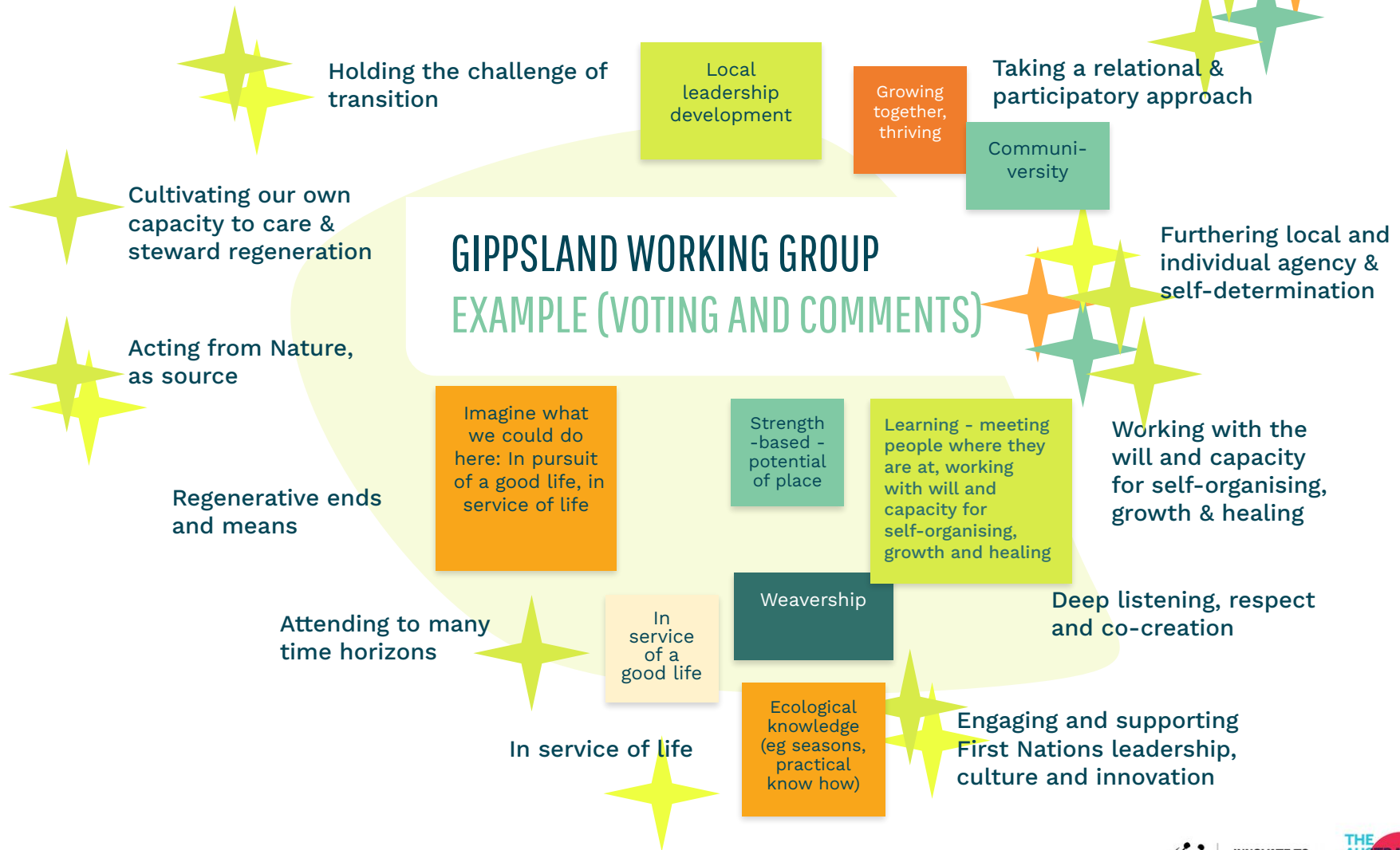
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# Example: Our Regenerative Principles

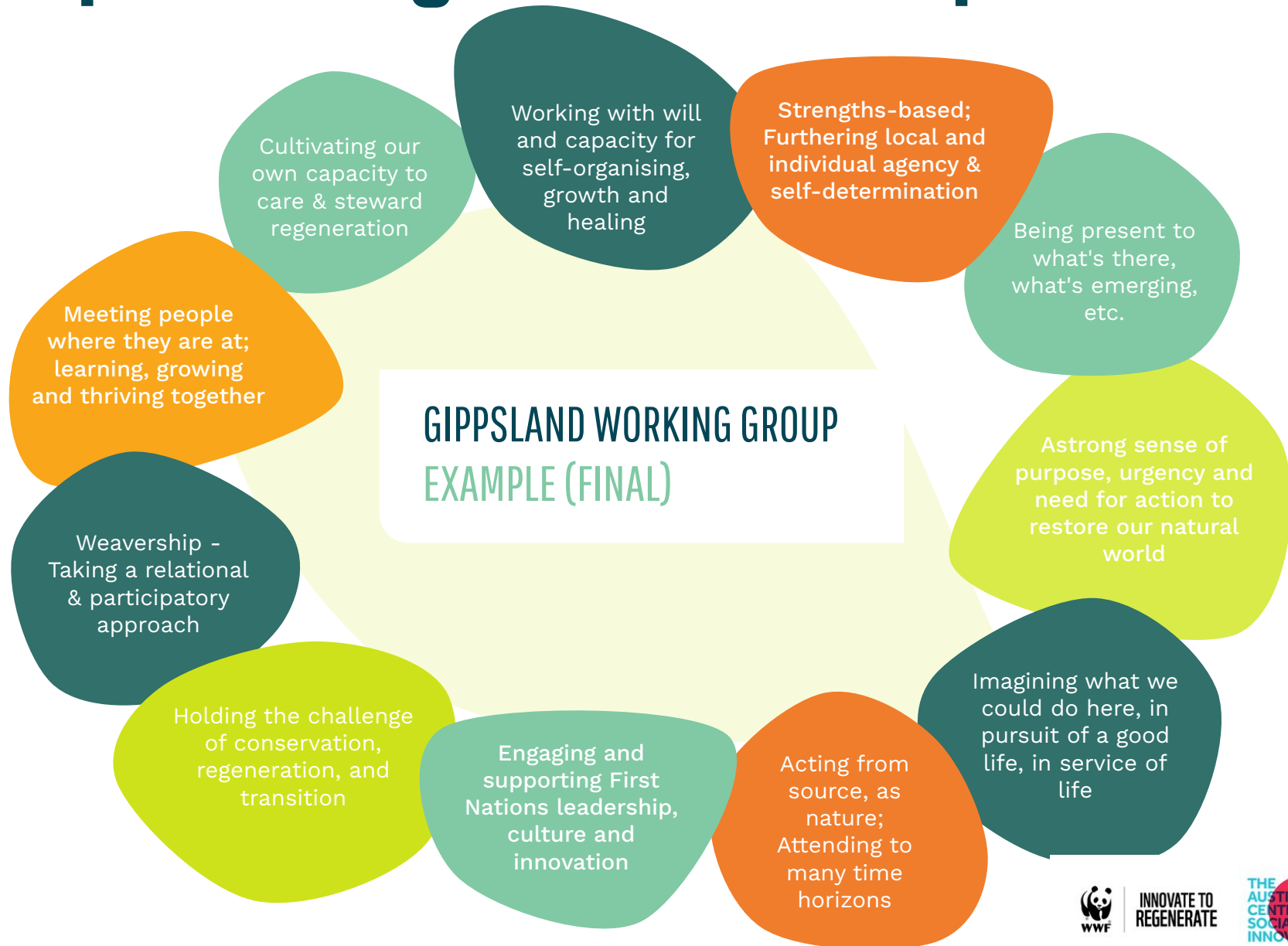
What principles will be important for us, for this Lab?



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# Example: Our Regenerative Principles



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# Activity 3: Rhythms and responsibilities

## Lab/Event Working Group - Co-develop

Who?

## Comms / Social Media

Who?

What channels?

## Working Rhythms

How often?

For how long?

Where? In-person, online?

## Lab/Event Lead - Coordinate & Connect

Who?

## Gathering Local Data & History

Who?

What needs to be gathered?

## Communicating

How? Eg Email, Slack, WhatsApp, Messenger, etc

## Lab/Event Facilitation

Who?

## Developing Final Documentation

Who?

File format?

## Sharing Files and Pictures

How? Eg Google docs



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# Activity 4: Partners

## Indigenous Partners

### Traditional Custodians

Add suggestions

Add suggestions

### Advisory / Co-Design

Add suggestions

### Welcome to Country

Add suggestions

### Walk on Country

Add suggestions

Who will contact them?

## Partners / Sponsors

### Council

Add suggestions

Add suggestions

### Local 'Anchor' Organisations

Add suggestions

Add suggestions

### Corporate

Add suggestions

Add suggestions

### Other

Add suggestions

Add suggestions

Who will contact them?

## Local Supports

Local experts, Subject Matter Guides, Community project leaders, Neighbouring community connectors, et al

Add suggestions

Add suggestions

Add suggestions

Add suggestions

Who will contact them?

## Regeneration Projects

Initiatives and projects focused on local conservation goals

Add suggestions

Add suggestions

Add suggestions

Add suggestions

Who will contact them?

## Catering

Who

Add suggestions

Add suggestions

Who will contact them?

## Photography / Video

Who

Add suggestions

Who will contact them?

## Graphic Recording

Who

Add suggestions

Who will contact them?

## Event Location

Where

Add suggestions

Contact

Who will contact them?



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# Adapt and refine Lab timeline



## INITIATION



Decision: A Lab/ event is right for us

- Initial stakeholder consultations in a community/region
- Review of approach and value proposition based on community needs and opportunities
- Agree to move forward
- Community lead identified
- First Nations advisor identified

## LAB CONCEPT



Allow 4-8 weeks to agree the concept and launch the event

- Starting well session to form working group and confirm scope and goals
- Conceptual design session(s) to agree high level design and location
- Develop initial communications, materials, and registration process
- Launch event

## LAB PREP



Allow 2 months to promote and prepare

- Social media and word of mouth recruitment
- Confirm participants no less than 2 weeks prior
- Arrange Welcome to Country and Walk on Country
- Detailed event coordination and facilitation planning
- Participant communications



## LOCAL LEARNING LAB

Allow a week to prep and host a 2.5 day Lab

- Friday Film preview, dinner, and Our Community Vision workshop
- Saturday-Sunday Local Learning Lab

## WALKING TOGETHER



Allow 4-6 weeks for follow up

- Working group debrief and reflection
- Lab documented and shared with participants
- 2 x follow up sessions with participants
- Coordination with any funding providers and ongoing support (if available)

# Close and Next Steps

**Agree next steps:** Who will do what?

Person 1	Actions When	Actions When
Person 1	Actions When	Actions When
Person 1	Actions When	Actions When
Person 1	Actions When	Actions When

**Agree next meeting:** When? How long? Key focus?