



## Week 6: Focusing on an Action Plan

### Key Takeaways:

- The focus for this final section is on creating an action plan by identifying specific activities to meet the goals you defined in Week 5. Remember the distinction between a goal and an activity.
- Structured brainstorming will help identify activities to help achieve your goals. Key considerations for your brainstorming:
  - In addition to brainstorming ideas for new activities, consider what activities you want to you CONTINUE to help achieve the goals you defined (and anything you may want to STOP!)
  - Keep an open mind. Don't dismiss anything (yet!) because of a perceived lack of resources or other challenges
  - Think big (and think small!)
  - Be as inclusive as possible in this step in order to get ideas and solutions from other colleagues, community members, and clients
  - Brainstorming is a team sport. Look at the table you have set for your team. Is anyone missing? Whose voices are not included? How might you include them?
- As you select specific activities from this larger brainstorming list, focus on ideas that are realistic within your setting. (But keep that bigger list—you may want to come back to those other ideas in the future!)
- You may want to provide additional structure to your team to help you implement your efforts. How frequently will you meet? Will you develop subcommittees within your larger group to focus on specific initiatives?
- Don't forget--getting started is often half the battle! Don't let the fear of making mistakes keep you from taking action.



**Activity:** Work through the following questions either individually or as part of your Resilience Champion team. (You may use the worksheets as a tool to support the activity.)

- 1. Brainstorm your activities:** For each goal you have defined, brainstorm potential activities to help you achieve your goal. In addition to thinking about activities you may want to START, be sure to consider any activities you want to CONTINUE (and any current activities you may want to STOP). For those activities you want to CONTINUE, are there any changes you need to make?
- 2. Refine your list:** From your initial brainstorming list, choose 1-3 specific activities that you would like to focus on *for now*. Remember...these activities could be new activities you would like to START, existing efforts that you would like to CONTINUE, or activities you would like to STOP.
- 3. Organize your action team:** How will your team work together to implement these activities?

**Discussion post:** Post your answer to these questions:

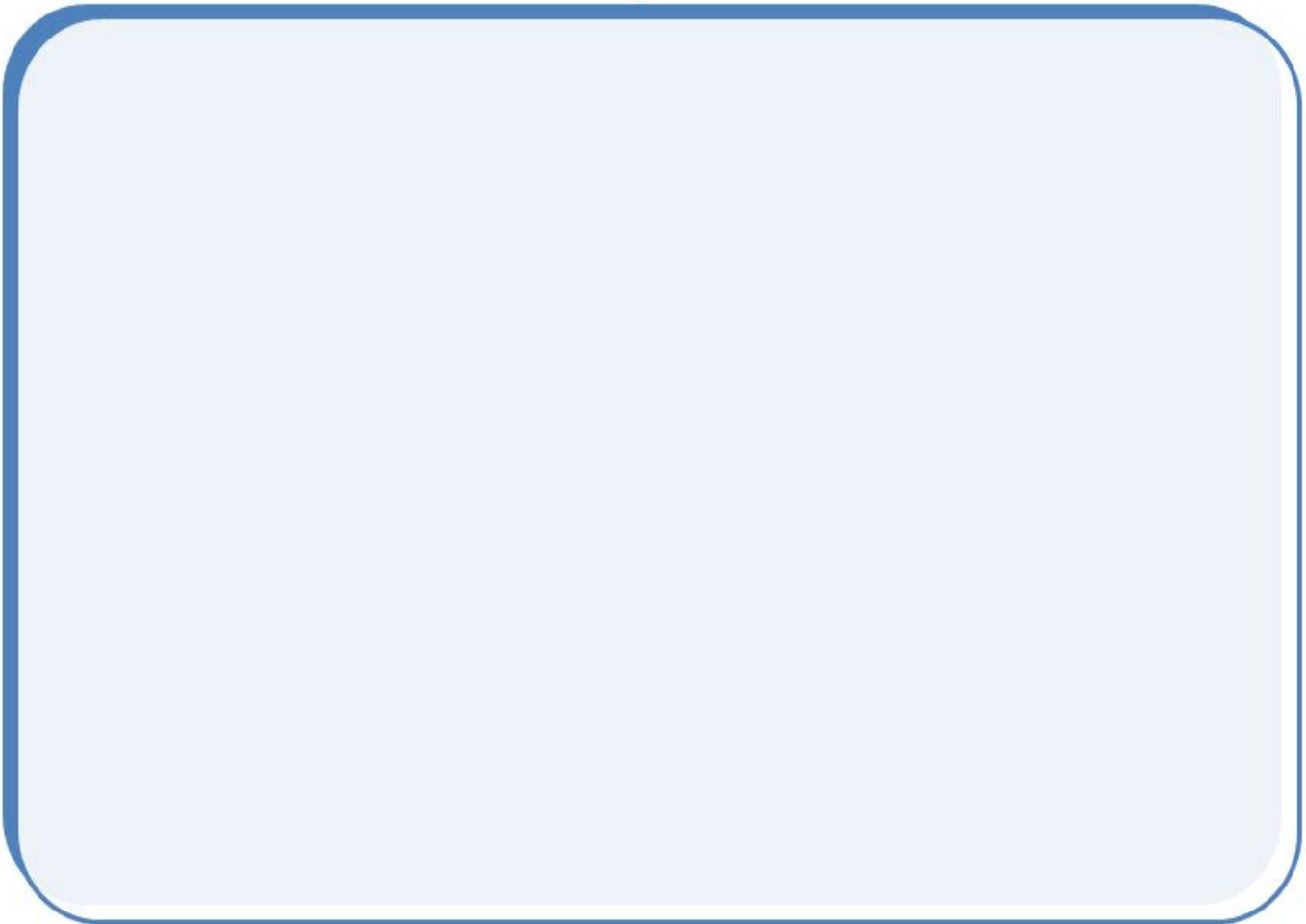
- For each goal you defined, what are the 1-3 activities you will focus on to help you achieve it? Are any of these activities things you are already doing (or things you plan to stop?)
- How will your action team be organized to help you implement these activities?

## Worksheet 8- Brainstorming Action Steps

Use this worksheet to identify activities you want to **CONTINUE** in your setting.

Goal: \_\_\_\_\_

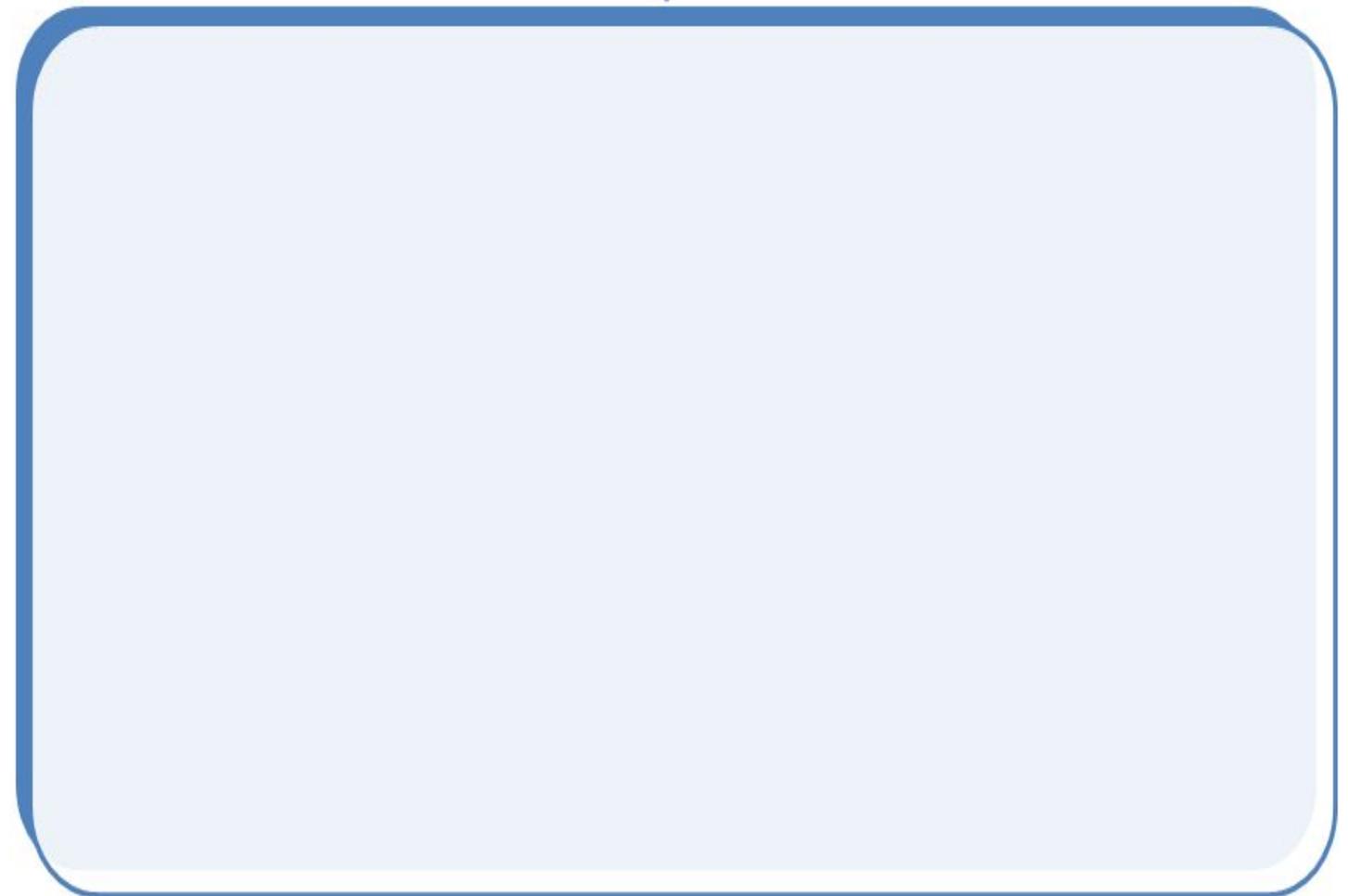
Continue



Use this worksheet to identify activities you want to **START** in your setting.

Goal: \_\_\_\_\_

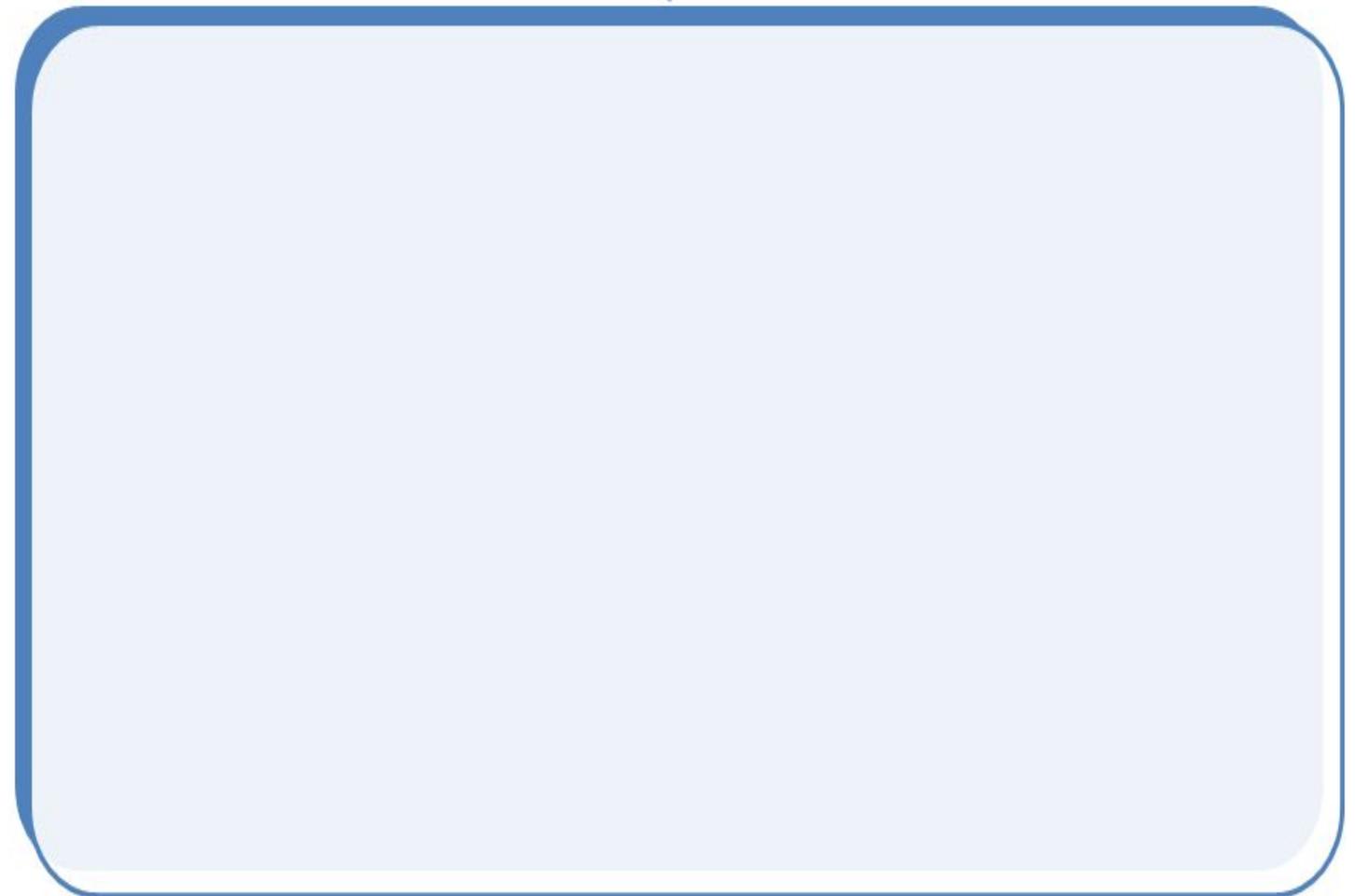
Start



Use this worksheet to identify activities you want to STOP in your setting.

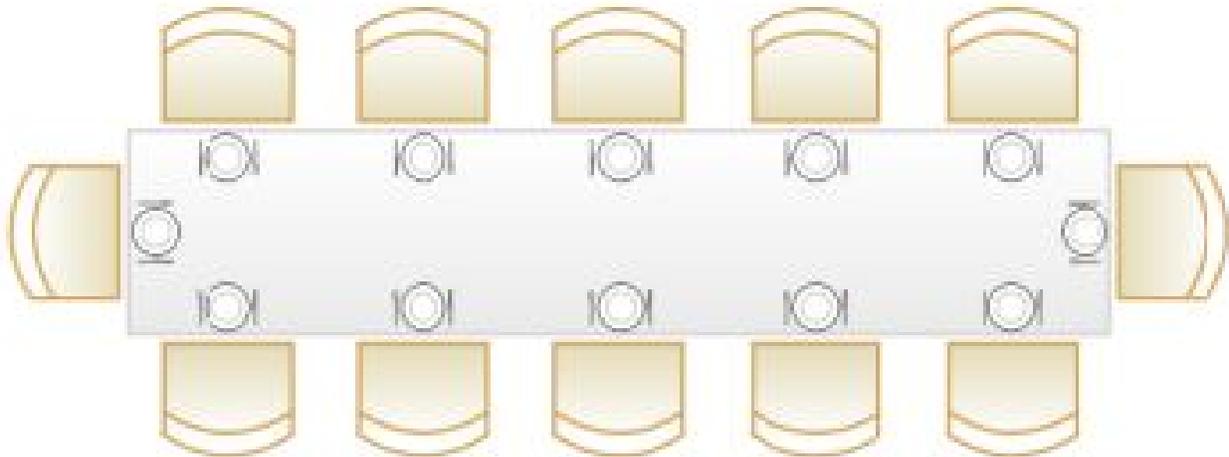
Goal: \_\_\_\_\_

Stop



## Worksheet 9- Organizing your Action Team

*Discuss the following questions with your action team.*



- **How will structure your action team? Will there be subcommittees? How frequently will you meet? Consider the values you defined and principles of equity as you design the structure of your team and how you will work together.**
- **Who will be responsible for each activity?**
- **How will you hold each other accountable? Will you have accountability buddies? Something else?**
- **When and how do we reassess/reassign/reshuffle workload if necessary?**