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Module 5

Connecting to collaborations
& Communities Learner

2 practise assignment

Exercise 1 - Identify stakeholders

Partnership development is very important. Multiple organisations and partners should be involved in the process and feel ownership for the partnership to succeed. Having stakeholders from various backgrounds can help with problem solving, but also enhance networking and making new connections. However, there is something else you need to do first before identifying the stakeholders; identify your own position.

- What kind of organisation are you?
- What influence do you have?
- What can you bring to the partnership?

When you have figured out your own position, you can decide what kind of stakeholders you need. The tool to be used for identifying your stakeholders is Stakeholder Mapping (see next page).

Templates for analysing and mapping stakeholders

Stakeholder	Expertise		Willingness	Value	
	Contribution	Legitimacy	Willingness to Engage	Influence	Necessity of Involvement
SH1	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low
SH2	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low
SH3	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low
SH4	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low
SH5	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low
SH6	High/ Medium/Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low	High/Medium/ Low

Stakeholders Mapping template

Approach	Identify stakeholders	Measure stakeholders expectations	Identify needs	Identify gaps	Develop plan for engagement	Monitor and measure
Key	Who are the key	What are their current	What specific should we	Where are the gaps	What activities can	How do we know when

<p>Planning Questions</p>	<p>individuals stakeholders ?</p>	<p>expectation?</p>	<p>need to address to make the programme a succes?</p>	<p>between the desired (to be) and the current (As is) state?</p>	<p>we undertake to close these gaps?</p>	<p>they are at the desider point to be? How do we keep them informed?</p>
<p>Key planning Consideration</p>	<p>Decide who has influence over or is impacted by the outcome of the project Stakeholders will be both internal and external to the organisation</p>	<p>Understand how things done today and whatch their behaviours</p>	<p>Consider the importrance that each stakeholder has to the succes of the project Different stakeholders will have different desired levels of expectations</p>		<p>Consider what the activities are required to build the to be state Try to use current forums where possible (e.g. update meetings etc.)</p>	<p>Track the activities that are being undertaken Monitor the stakeholder levels as a result of activities</p>



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Exercise 2- Write your Action plan

Template for an action plan

Action plan					
Action step	Person(s) responsible	Date to be completed	Resources required	Potential barriers or resistance	Collaborators



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