Monkey Wrench Consensus Training

5  **Introduction** – Go Around of Names

5  **Proposed Agenda**

10  **Collective Inventory**

What are you doing well?
What are you struggling with?

Check Agenda

5  **Consensus**

  – what is and why?
  – Conditions that make it work

10  **Steps in the Process**

  ··········· ID problem/issue  – discussion to develop proposal or accept proposal
  ··········· Clarifying Questions
  ··········· Concerns
  ··········· Amendments
  ··········· Restate Proposal
  ··········· Test for Consensus
      Reservations/concerns
      Stand Asides
      Blocks
      Consensus

(Important to ask in this order instead of going right to the Consensus.....)

10  **Roles**

  ··········· Facilitator
Time Keeper
Vibes Watcher
Note Taker – what do people want out of notes
Scribe
Door Keeper

10 Hand Signals
Process Point
Technical
Agree – silent clap
Move on
Can’t hear
Over My Head

10 Tips for Good Facilitation
Understand Consensus Process
Approval of the Group – inform on style
Focus on the Goal – ID decisions to be made
Understand the group – culture, Know your style and make known
A good agenda! – make visible, with times
A timekeeper, note taker, vibes watcher
A positive attitude, energy, use fun openers
Limit Proposals
A willingness to interrupt,
Flexibility, permission
Willing to Step Out of Decision Making Process

20 Tools/Techniques for Successful Meetings

30 Role Plays
10 Questions

10 Evaluation