

Community Engagement Guidelines

In-Person Workshop Outline

3-hours

Workshop objectives:

- Become familiar with Community Engagement Guidelines and how they can be used to improve the quality of EE practice.
- Identify tools for fostering community engagement strategies at your home organizations/contexts.
- Provide opportunities for participants to network and learn from each other.

Materials:

- projector & screen
- Newsprint
- Markers
- Tape
- copies of the Community Engagement Guidelines or online access
- PowerPoint presentation

Summary Agenda:

- Welcome, agenda, Guidelines for Excellence Overview
- Community Needs/Environmental Needs
- Getting into the Guidelines [quick overview of purpose and structure, small groups assigned a Key Characteristic, report out, creating an inclusive environment scenario]
- Guidelines Applications: Scenarios
- Wrap up and final questions

Detailed Workshop Agenda

Welcome, Agenda, Guidelines for Excellence Overview [15 min]

Community Needs and Environmental Needs [15 min]

Divide the group into 2 groups. Give each person a notecard [$\frac{1}{2}$ are blue and $\frac{1}{2}$ are white]. Ask one group to write an environmental need [blue cards] that their community is experiencing (i.e. water quality; biodiversity). The other group [white cards] should write a community social or economic need (i.e. safety in the community, childhood obesity).

Think about that need for a moment:

- What is the nature of the need?
- Does it impact the whole community?

- Who are some of the organizations or agencies working on this need?
- Is this an historic need or something that has arisen within the recent past?

Once everyone has considered their need, ask participants to:

- Find a partner from the other group [blue cards find a white card] and
- Discuss your “needs” and what could you collaborate on that would meet both sets of needs.
- Ask the pairs to find another pair and continue the discussion [four in the group].

Wrap up:

Ask groups to report out:

- What were your “environmental” needs?
- What were your “social or economic” needs?
- What sort of collaboration did you discuss?
- Did you come up with a win-win situation?
- Did any group struggle to find a collaborative project?
- How did you identify the co-benefits and allies of your collaboration?
- What does this have to do with environmental education?

Getting into the Guidelines

Walk Through the Guidelines [10 min]

- Orient participants to the *Community Engagement: Guidelines for Excellence*.
- Hand out a copy of the Community Engagement Guidelines to each participant.
- PowerPoint to share Key Characteristics and how the guidelines document is organized

Jig Saw

In this activity, participants will become familiar with the key characteristics and supporting resources found in the Community Engagement Guidelines. **[25**

minutes]

- Form 5 small groups [3-5 people/group]. Each group should be assigned one of the five Key Characteristics (#1-5). If there are more than 25 participants, assign one or more groups one or more of the Supporting Resources to review.
- Give each group at least one copy of the handout that explains their task.
- Ask participants to become familiar with their assigned Key Characteristic.
- As they become familiar with their Key Characteristic, ask participants to discuss the following:
 - What’s something that surprised you in your reading? What inspired you?
 - What aligns with what you have already experienced?

- What's creating some cognitive dissonance—something you read/learned that doesn't fit with what you already know?
- What's the most important takeaway for you?
- How does this apply to your work within your organization?

Ask each group to provide a short, 4-5 minute introduction to their Key Characteristic for the rest of the group. Ask them to address the following during their presentation **[30 minutes]**:

- Overview/walk thru your Key Characteristic (Supporting Resource)
- Highlights of your discussion
- Example(s) of how Key Characteristic (Supporting Resource) applies to your work
- Most important takeaway

Scenario – After KC #3 Reports Out [25 min]

You're the director of a nature center in a large city. The neighborhood surrounding the nature center is home to a large population of African Americans as well as a substantial population of immigrants from the Caribbean.

1. How do you make your center a welcoming place for all cultures and relevant to the needs of the community you serve? What are some possible strategies? How would you get started?
2. Review your proposed actions. What are the possible drawbacks or tradeoffs. How might you reduce these tradeoffs?

On flip chart paper:

- List 2-3 actions your team can take to be more welcoming.
- Identify 1-2 Guidelines that include helpful "indicators" for this kind of work (note the page numbers).
- If you have time, find 1-2 resources that you can use to help you through this process (note the page numbers).

Continue with KC #4 and KC #5 Reports

Guidelines Applications: Scenarios [45 minutes]

Small group discussions about how the guidelines can be used in different situations. Participants design solutions based on promising practices, resources in the guidelines, and their experience.

Use the following scenarios:

Community Well-being
Community Engagement Tools
Individual & Organizational Readiness

Educational Tools

- Divide the group into new groups.
- Distribute a scenario to each group and ask them to identify tools and resources in the guidelines to help them engage each hypothetical community.
- Give groups **20-25 minutes** to complete this task.
- Gallery walk debrief – what was your scenario? What resources did they find in the Guidelines that helped their scenario?

Wrap Up, Evaluation, and Final Thoughts [15 min]

- Questions and Reflections
- Depending on time, ask participants to complete this sentence: When I think of EE and Community Engagement, I ...