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| **Kick-off-Workshop with the team (proposal 3-4 hours)** |
| Share the idea (25 min.) | Discuss the implications (60 min.) | Prepare implementation(90 min.) | Decide what to do(30 min.) |
| Why are we here today? (10 min.)* Where the idea came from.
* Why you think it is relevant to your organisation.
* What you want to get out of the workshop: test the idea and find out if it is workable.
* Processes of the workshop.
* Questions?

What is empowerment? (15 min.)* More detailed introduction to the concept.
* Questions from participants to understand the concept.
 | How does the idea resonate? (15 min.)* Initial reactions of your team?
* What are previous experiences with empowerment and service user involvement?

For what challenge could service user involvement become a solution? (45 min.)Brainstorming in the *plenary*: Identify the challenges to your organisation (10 min.).Detailed discussions in *pairs or small groups* (20 min.):* Is user involvement obstructive or conducive to this?
* What are the implications? Is it worth a try?

Report out to *plenary*, conclusions (15 min.). | Can we make it work?*Group activity*: Play through one or two scenarios. (45 min.)* What goals could be achieved by involving service users?
* What level of involvement is possible and reasonable?
* What are the strengths, weaknesses, opportunities, threats?
* How could you make it happen? Next steps.
* What would it take?
* What would that mean for your work?

*Plenary (45 min.):* Report your findings and discuss. Can we make it work? Brush against the grain: Take the perspective of your service users and ask yourself how your results affect them.  | Should we move forward? (20 min.)* If we move on, which areas should we focus on? By when? By whom?
* Who needs to be involved and how?
* What do we need as staff?
* What are the criteria for a successful (pilot) project?

Summary of actions and session close-out. (10 min.) |
| Methods: plenum, presentation, questions of understanding. | Methods: plenum, moderated discussion, group work. | Methods: group work, plenum, moderated discussion. | Methods: plenum, moderated discussion. |
| Resources you could use:* Empowerment Handbook for background information.
* Guidebook for Empowerment Training for ideas on how to work with empowerment and action learning.

You can download all these resources:www.sempre-project.eu/roadmap/resources | Resources you could use:* Small guide: How to create an open discussion? (Tool 2.2)
* SEMPRE Thermometer to capture the mood. (Tool 2.3)
* Group Work I: For what challenge could service user involvement be a solution? (Tool 2.4)
* Alternative Group Work I: Force-field analysis tool. (Tool 2.8, external link)
* Tools from the Empowerment Handbook for finding needs and problems like “Problem Tree”. (www.sempre-project.eu/handbook/resources)
 | Resources you could use:* Group work II: working with scenarios. (Tool 2.5).
* SWOT Analysis. (Tool 2.8, external link)

- Empowerment Handbook for ideas on how to perform service user involvement. (www.sempre-project.eu/handbook)- Guidebook for Empowerment Training for ideas on what to learn for implementing empowerment/service user involvement.(www.sempre-project.eu/training) | Resources you could use:* Stakeholder Analysis. (Tool 2.6)
* The Design Star. (Tool 2.7)
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| Documentation and evaluation of the workshop (15 Min.) |

Download this table and other tools: [www.sempre-project.eu/roadmap/resources](http://www.sempre-project.eu/roadmap/resources)
Descriptions of other tools can be found in the Organisational Roadmap: [www.sempre-project.eu/roadmap/](http://www.sempre-project.eu/roadmap/)