

Consultancy Protocol for Pathway Navigation Teams*

Problems of Practice - Career Planning Before Education Planning

PN Community of Practice, May 1, 2020

A consultancy protocol is a structured process for helping a team (or individual) think more expansively and reflectively about a concrete problem of practice. Consultancies give presenters (those with the problem) the opportunity to tap into the expertise of a group. The group will provide thoughtful, experienced-based responses to the problem or dilemma presented.

Roles

- Presenter – College staff who presents the problem or dilemma
- “Consultant” Group – The team of colleagues from across the region listening and providing feedback
- Facilitator – Keep time and ensure participation by the whole group; moderate conversation as needed

Ahead of the meeting, volunteers from some colleges in the region have considered and framed their *problem of practice* related to their work planning or implementing career planning before education planning.

Time (40 Min)	Protocol Agenda Item
8 minutes	Present the Problem: Presenter describes the problem of practice or dilemma and frames a question for the group to consider. <i>Consultant group takes notes.</i>
5 minutes	Clarifying Questions: The group asks clarifying questions that have brief answers and are informational in nature. These questions are yes/no or require short, simple answers. <i>(The facilitators will interrupt if probing questions are asked and remind them that these questions can be raised during the next phase).</i>
8 minutes	Probing Questions: The group members ask probing questions that go deeper and have more extensive answers. <i>During the questions and answers, members of the consulting team should write down any thoughts or insights as they are listening.</i>
12 minutes	Group Reflection: Each member of the consulting group shares one insight, idea, or suggestion/recommendations for the presenter in a quick whip-around format. Next, members of the group can raise probing questions and share insights and recommendations. <i>The presenter takes notes.</i>
2 minute	Silence: Group holds two minute of silence so the presenter can collect their thoughts.
5 minutes	Closing: Presenter reflects on what they heard and discuss if/how it influenced their thinking.

*The Consultancy Protocol was originally developed by Gene Thompson-Grove, Paula Evans and Faith Dunne as part of the Coalition of Essential Schools' National Re-Learning Faculty Program. It has since been adapted and revised across numerous organizational settings. This protocol is adapted from materials by the National School Reform Faculty www.nsrffharmony.org