

## About this Tool

---

This tool will help you to identify how ready your system (group, community or organisation) is for collaboration and adaptation.

It can also be modified to help you assess how ready your group, community or organisation are to tackle complex challenges.

### Context

This Tool can be used in these phases of the Collaborative Change Cycle:

- The Readiness Runway
- Building the Foundations for Change
- Creating a Shared Vision for Change
- Scaling Up for Systems Change
- Achieving Transformation

And is relevant to building these enabling capabilities:

- Collaboration
- Community
- Innovation
- Leadership
- Measurement

TOOL

# How to Identify Readiness for Collaboration

---

We want to understand how ready our system is for collaboration and adaptation.

## Effort Level

---

Low - 2 Hours Required

---

Developed by CFI, based on the adaptive leadership body of knowledge. This tool is shared by Collaboration for Impact under Creative Commons licence Attribution 4.0 International ([CC BY 4.0](https://creativecommons.org/licenses/by/4.0/))

## How to Use this Tool

---

**This tool can be used in 2 different ways:**

1. By individual leaders working alone to reflect on the readiness of their community or organisation for experimentation.
2. By a group (a multisector Leadership Group or a diverse group of stakeholders) working together to reflect on readiness.

### **Completing the tool**

Completing the tool involves answering each of the questions as they relate to the initiative/project you are working on.

If you are using the tool for **individual reflection**:

1. You can simply write out your answers in response to each question.
2. Identify what action you will take to strengthen the holding environment.

If you are using the tool for **group reflection**:

You will need a meeting of approximately two hours, in which you can either:

1. Complete the whole exercise with the Leadership Group for your project, or with another diverse group of stakeholders.
2. Or you can have each group member answer the questions on their own and then discuss the insights as a whole group.

### **Next steps**

You should then develop an action plan to strengthen the holding environment.

# Readiness for Collaboration

Components of a Holding Environment	How strong is it? (Scale 1-10)	What is currently in place?	What would strengthen it?
<b>Structure and Safety</b> There are new structures and processes created for people to surface and discuss values, perspectives and ideas.			
<b>Shared Language</b> Stakeholders understand the terminology, concepts and frameworks being used to collaborate.			
<b>Shared Values and Purpose</b> Values and shared purpose are clear.			
<b>Physical Environment</b> There is an appropriate space available for learning and dialogue re location, room set-up, environment.			
<b>Relationships</b> There are relationships with stakeholders and there is credibility re expertise, practice and reputation. Confidentiality is trusted.			

# Readiness for Collaboration

Components of a Holding Environment	How strong is it? (Scale 1-10)	What is currently in place?	What would strengthen it?
<b>Clarity and Trust in Authority</b> There is enough protection, direction and order in place, and people trust the role/organisation who is performing those functions.			
<b>Existing Culture</b> The history and style of group dynamics support experimentation.			
<b>Facilitation</b> Internal or external facilitators are available to support the work. Facilitators able to work with objectivity and neutrality.			
<b>Time</b> There is a commitment to long-term collaboration and there are clear time boundaries for specific collaborative work.			
<b>The Stakeholders</b> The stakeholders represent the dynamics of the issue (i.e. people affected by the issue and other parts of the system) and bring diversity, influence, resources and skills.			
<b>Urgency</b> There is readiness and urgency for change on this issue.			