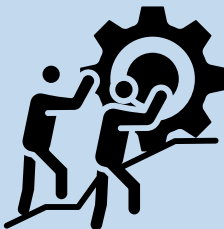


ACTION POINT / Unit 2: Group Governance

EMG Training of Trainers, July-September 2024
Got questions? Reach out: OasisToT@outlook.com



Background:

Effective group governance involves collective decision-making to ensure smooth functioning and conflict resolution. Key considerations include finding suitable locations, assessing existing inhabitants, and anticipating potential challenges for peaceful coexistence. Challenges include managing group dynamics, adapting to landscape changes, reconciling policy mismatches, addressing power imbalances, and coordinating across multiple governance structures. Essential competencies for effective governance include leadership, communication, resource management, policy understanding, and network building. Addressing these factors is crucial for sustainable and harmonious group operations.



Your task:

Organise a meeting with prospective or existing EMG members.



Duration:

Preparation: 2-4 days

Meeting itself: 1,5-3 hours



Purpose of the task:

Establish a basic functioning EMG structure that enables the implementation of the projects.



Implementation:

All the boxes must be checked out to complete the task!

- ☐ Invite people who have a stake in the project. Include men and women, elders and younger part of the community, as well as province/district officials if possible.
- ☐ The meeting should be held in a neutral place that is accessible to all participants (consider what transport possibilities they have).
- ☐ Set an agenda and inform the participants, explain the meeting's goal (e.g., establishing functioning and inclusive groups that can implement the project).
- ☐ Give an overview of what group governance is: why is it important, explain landscape governance, emphasize collective decision-making and conflict resolution ([see the materials shared in Unit 2](#)).
- ☐ The participants decide on a set of rules, a simple statute, that everyone should follow. The rules can be changed and added later on as well with the agreement of the entire group. See the [‘Rules and Roles’ materials in Unit 2](#) for an example.
- ☐ Clarify the group roles: define and assign roles and responsibilities to all members, ensuring everyone understands their duties and expectations. Include at least chair, vice-chair, secretary, financial officer, policy officer and a community engagement officer. The members should sign the statute to indicate compliance. See a short description of tasks for each of the roles and instructions for how to assign the roles in the [‘Rules and Roles’ materials of Unit 2](#). Feel free to add additional roles as needed.
- ☐ Allow for some time to resolve any questions or conflicts: act as a moderator and do not take sides, but rather ensure the conversation remains respectful and balanced (letting all the parties express their views).
- ☐ Conclude the meeting by summarizing the key points and importantly, agree on the next group meeting.



Materials/preparation needed (these are suggestions; not all might be needed!):

- ☐ Invitation Materials: Printed/written or digital invitations with key information (time, place, purpose) in addition to oral invite
- ☐ Contact list of stakeholders
- ☐ Meeting Venue: A neutral and accessible meeting location (e.g., community hall, school, or a large outdoor area)
- ☐ Seating arrangements (chairs, mats, etc.)
- ☐ Transportation Arrangements: Information on transport options for participants. Coordination of shared transport if necessary.
- ☐ Agenda and Informational Materials: Printed or digital copies of the meeting agenda.
- ☐ Stationery and Supplies: Flipcharts and markers, paper and pens for participants.
- ☐ Name tags for participants
- ☐ Documentation Materials: Attendance sheet for participants to sign in.
- ☐ Templates for statutes and rules. Signature sheets for members to sign the statute.
- ☐ Timer to manage speaking time and ensure balanced participation.
- ☐ Follow-Up Materials: Summary of meeting points and decisions. Schedule for the next meeting. Contact list for future communication.
- ☐ Refreshments if possible: Water, tea, or coffee. Light snacks to keep participants comfortable during the meeting.