

PREPARATION

Before you decide to have a go think about the following:

- What is an issue or challenge that your team needs to deal with, that would benefit from some creative thinking?
- How does this intention relate to your work?
- What 'meetings' or existing spaces do you have that you could use to run the stakeholder mapping session?
- How can you arrange for your thinking partner from the workshop to support you and vice-versa?

RESOURCES

You will need

- Flipchart paper, speech bubble post-it notes, tacks, pens and 8 pieces of different coloured wool
- A bundle of Empathy Maps, you will have some printed ones in your Blue Box
- 4 sets of Stakeholder pieces, you will have some images to cut up in your box but you can also choose your own
- On flipchart 1 note the intention and underneath who are the stakeholders
- On flipchart 2 note the intention followed by top 8 stakeholders
- On flipchart 3 note the intention followed by 'What do we need to change?'
- On flipchart 4 note the intention followed by 'What is our learning and our actions?'

Follow the guidance below, get to where you get to, and don't worry no one will die! It's just about trying to engage people in a different way, whatever happens it will surface some learning and some ideas. We are happy to help you with your plan, so feel free to call. Remember you have all your photos from the workshop to reflect back on. The timings start at 00.00 to make it easier. We will also send you this electronically so you can put your own times in. Holding onto the time and the intention is critical.

Session	Resources	Guidance
00.00-00.30 Brainstorm Stakeholders	Prepared Brainstorm Flipchart	<p>Ask a group member to keep time on their phone for 3 minutes</p> <p>Use the prepared flip to hold a brainstorm about the stakeholders, get everything up, don't get under it right now.</p> <p>Step back and give the group 5 minutes to decide on any additional stakeholders, add to chart</p> <p>Next work with them to identify the top 8 stakeholder groups without whom the intention cannot be successful, do this on a blank sheet of flipchart 10 minutes</p> <p>Finally take a further 10 minutes to record these in order of influence, recognising some may be equally influential and that's fine, I think it's important that you don't get into the minutiae about it. Undoubtedly current paradigms and areas of interest will be strong and that's all part of the learning</p>
00.30-00.55 Empathy Map	Bundle of Empathy Maps	<p>Sort the group into 4 smaller groups</p> <p>Issue the Empathy Maps 2 per group</p> <p>Talk through how you used it before, specifically that this should really be used face to face with stakeholders, or to inform questions with stakeholders</p> <p>Agree which Stakeholders for which groups, try and give them less similar types of stakeholders to help with comparison 5 minutes</p> <p>Each small group then has 20 minutes to collectively complete the 2 empathy maps</p>
00.55-01.10 Images	Foam Boards Mini Picture Kits	<p>Each mini group has a set of images</p> <p>From these they choose the image they want to represent the stakeholders that they looked at</p> <p>This needs to represent their place in the level of influence so the greater the influence the larger the image</p> <p>This also needs to represent the overarching 'feeling or feelings' that were identified as part of the Empathy Map 10 minutes</p> <p>Then they use the speech bubbles to say I am..... and I feel..... 5 minutes</p>
01.10-02.00 Building the board	Foam Boards	<p>You are now required to facilitate the next part, again there is likely to be disagreement – the idea is not to get consensus so for example if one group thinks x group goes here and another thinks something else show it in both places – it's all about understanding the complexity. Importantly this is about the current state not the desired state</p> <p>Start with Stakeholder 1 and so on, asking at each stage 'where are this stakeholder group in connection to the previous and the intention?'</p> <p>Pin the pieces and the speech bubbles on 30 minutes- you might need to build in a bit extra time this is the tricky bit but no more than 40 max</p> <p>Next get the small teams to connect up their stakeholders to the wider picture using the wool 10 minutes</p>
02.00-02.30 Learning	Prepared Flipchart	<p>Manage 2 short sessions about</p> <p>What they discovered they need to change</p> <p>What the key learning is</p> <p>Record on prepared flipcharts and decide what you need to do next, set actions and review dates 30 minutes</p>

Finally you and your thinking partner should sit down and reflect on how you got on.

'When you think about the session we facilitated, what would you like to think about and what are your thoughts?'

'And what more do you think or feel or want to say?'

10 minutes each way, gather the learning