

Dialogue meeting method B: Dialogue between employees and generation of ideas for focus areas

Time: 1 hour

Participants: 8-200 people

Facilitator: required experience If there are many participants, the facilitator should have some experience with process facilitation.

Participants: required experience None

Materials: Post-it notes and pens as well as enough markers.

This method is a good way to get everyone involved throughout the meeting, which creates positive energy and support for the initiatives. At the same time, it facilitates the concretisation and crystallisation of the focus areas for different participants to speak together and then attempt to organise the ideas that have emerged individually, without speaking together.

Introduction (5 min.)

The facilitator of the meeting should open the meeting by briefly sketching out the purpose of the meeting, the intentions behind it, and what results the meeting is intended to produce.

Short meetings (15 min.)

The facilitator now invites everyone out on to the floor, where participants pair off. The facilitator asks the participants to discuss the following question briefly in pairs:

If we are to follow up on the description of us that comes out of the psychological WPA report, what is the most important thing we should do? What focus areas can improve things for us the most?

After five minutes, the facilitator stops the participants. The facilitator now asks the participants to find a new partner and discuss the same question. This can be repeated. The facilitator may wish to assist the participants, so that everyone finds a new partner quickly in each round.

Silent idea presentation (20 min., depending on the number of participants)

Each participant is now given three minutes to write the two or three ideas they find most important down on Post-it notes. The ideas are then put up on a wall – in silence. As the participants are putting up the Post-it notes, they should try to group the ideas that belong together into focus areas. Participants are allowed to move each other's notes.

Dialogue about the focus areas (15 min.)

Now participants should be given a chance to discuss ideas for focus areas as a group. Participants who wish to comment on the various ideas should do so standing, to contextualize and elaborate on them. The facilitator might ask questions such as: *Can you say something about why this is a particularly important focus area? What do you hope doing what you propose here can bring us?*

Wrap-up (5 min.)

The facilitator thanks everyone for their contributions and wraps up by addressing the following points:

- 1) What has come out of the meeting today (which focus areas have been identified)
- 2) What happens next. How what has been agreed will be followed up on. How the next steps in the process will take place.

The results should be documented and hung up in a visible place or published after the meeting.