

Introduction to Action Planning

**Honoring those who
came before us**



Session Overview

- Introduce the Action Planning process and learning template
- Explain steps in the process
- Practice some of the steps with participants

Learning Template

1. Frame the Learning

- How can I use direct action in my community?

2. Learning Plan

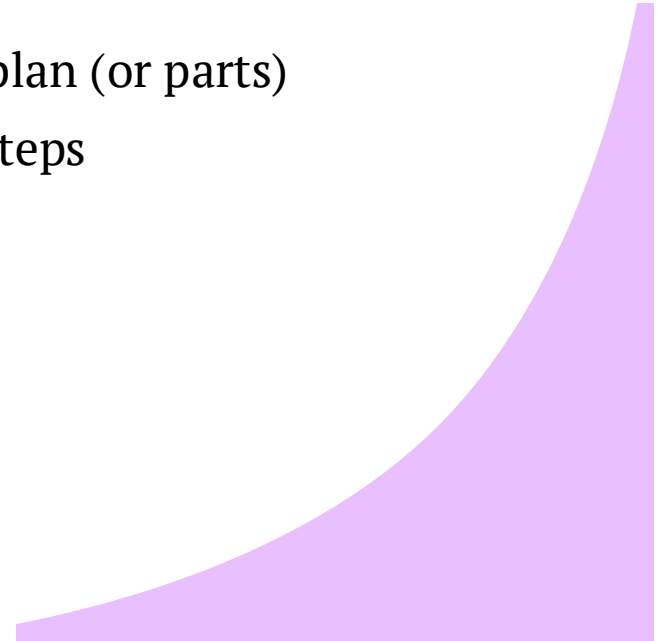
- Building Relationships
- Identity Charts
- Community Considerations
- Gaining Empathy

3. Reviewing Steps of Action Planning

4. Reflection & Action

- Develop an action plan (or parts)
- Explain your next steps

5. Closure



Agenda

- Introductions and Building Relationships
- Identity and the Work
- Understanding the Process
- Planning Your Action — Practice & Sharing
- Questions & Closing

Building Relationships

- Introduce yourself (name/pronouns/role)
- Choose two adjectives to describe how you are feeling today

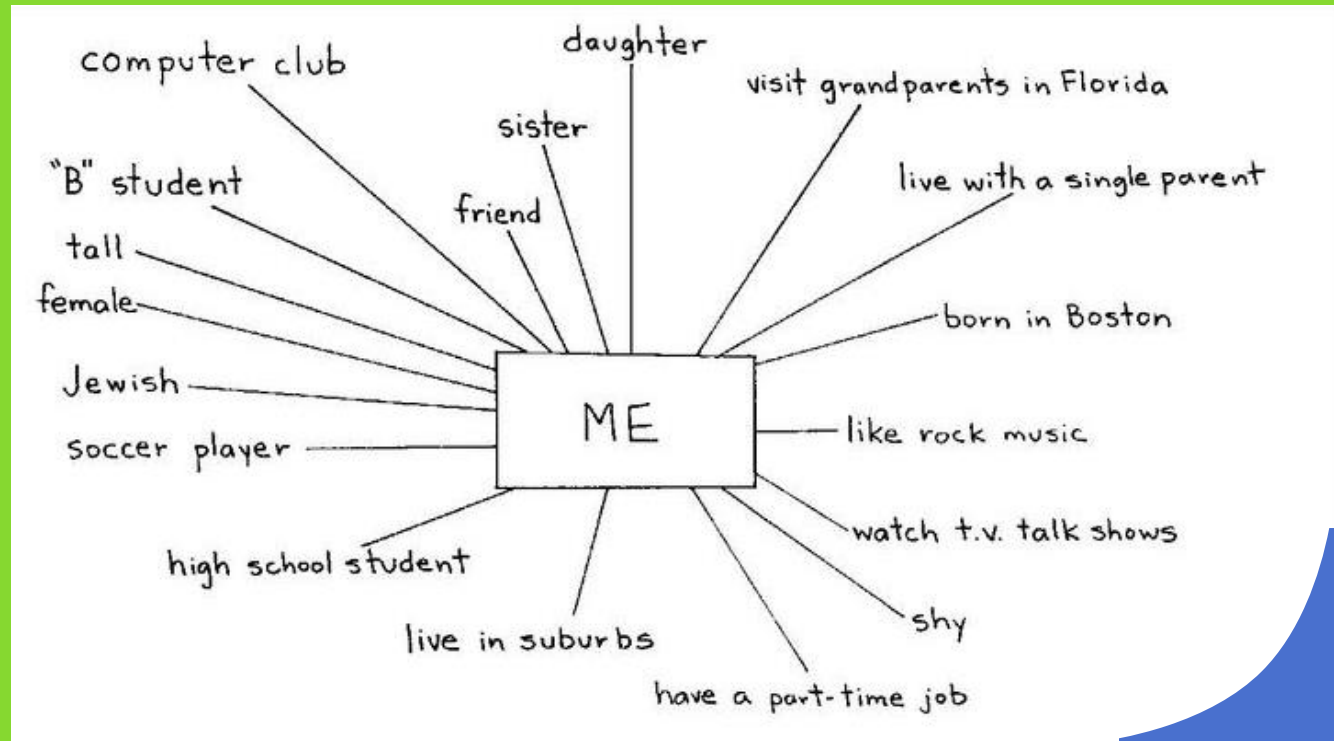


What is Direct Action?



Identity

- Create an Identity Chart
- Discuss: How do your identities position you for this work?



Community

Reflect and discuss

- Thinking about your community, who are your people?
- What is needed in your community?



Gaining Empathy for Action

Gain empathy: With a partner, discuss your experience with an issue and why it needs to be addressed.

1. One person speaks for two minutes while the second person listens.
2. Then, the listener summarizes what they heard for one minute.
3. Switch roles and repeat.

Realizing Your Power

- This next section is an overview of the steps in the Action Planning Guide.
- Move through the slides at a quick enough pace to give most of the remaining time to working through planning exercises.
- Point out that while you are walking through the full process, we may not complete the full process right now.
- The process is also cyclical, so you can repeat all or part, revise, or return to prior steps at any time.

Planning for Action

Goal Setting

Think through the issue that you want to address, why, and how to address it.

Planning

Inventory your knowledge and resources. Determine what you need and next steps.

Implementation

Implement your action and reflect on outcomes. This will help determine where in the process to cycle back to.

Part I. Goal Setting

1. Free Write

Step 1 provides an opportunity to freely explore ideas in a brainstorming exercise. Share the questions to help begin thinking about issues and action. Invite participants to free write, which can also include sketching, bullet points, word clouds, etc. There is no wrong way to approach this step.

2. Goal Statement

- Succinct statement about what you would like your action to address and desired outcome(s)
- Free of unnecessary information
- Provides a clarity of purpose

3. Context: Explain the “What”

- Explain the issue or topic
- Describes it clearly for those with no prior knowledge
- Focuses on what is being addressed, and not a rationale

Ex. Book bans are a problem in our community. Banning books removes opportunities for people to learn through story. By removing certain books, people lose opportunities to learn about others who may be different or may be experiencing tough situations. Learning through story is powerful. Book bans adversely impact students from traditionally marginalized groups.

4. Rationale: Explain the “Why”

- Explain why this needs to be addressed
- Make connections to your community and local context
- Clearly state how the issue impacts your community

Ex. Book bans are having an adverse impact at my school. Before the discussion about banning certain books, nobody talked about any of these books as being a problem. If someone did not want to read a book, they simply did not read it. Now it has become very tense and has even led to fights. Our school is very diverse, and many of the books that they are removing only impact some groups.

5. Action: Explain the “How”

- What is the main action?
- Be as specific as possible

Ex. Organize a “read-in” at the library where people bring copies of the banned books to read and posters to “quietly” announce what we are reading.

Part II. Planning

6. Reflection Point: What questions do you need answered?

- Opportunity to inventory what knowledge or understanding you need
- Any questions here are good

*Ex. What is the busiest day and time at the library?
Do we need a permit to demonstrate with signs?*

7. Community Inventory: Who can help?

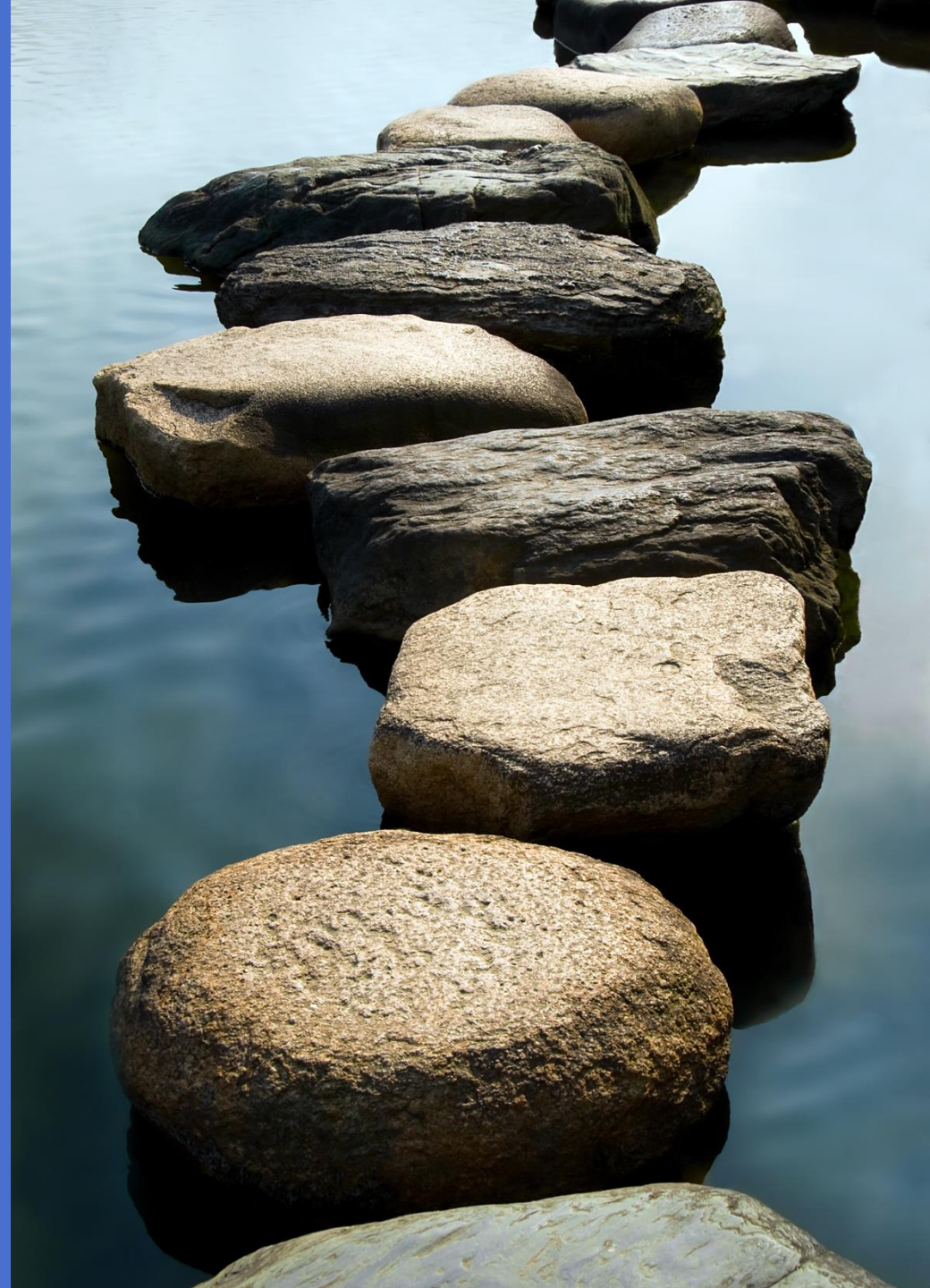
- Develop a list of people who can help in any way
- Full or partial involvement
- Ex. Plan, organize, make calls
- Make a connection
- Answer a question
- Take part in the action

8. Resource Inventory: What do you have? What do you need?

- Can include any resources — materials, funding, a meeting location, information
- *Sometimes this step helps generate questions you need answered or people who could be involved. Feel free to revisit steps 6-7

9. Key Steps

- Map out key steps or milestones to guide
- Can be revised anytime



10. Actionable First Step

- What can you do immediately to start moving forward?
- Should be a low-effort task that you can achieve with little preparation.
- Ex. Look up library hours and plan to visit to talk with a librarian.

11. Seven-Day Plan & Reflection

- What can be done each day over the next week?
- Can be small or large tasks.
- Reflect each day on what worked or didn't and anything you learned.

Day 1

Look up library hours; plan my visit.

Day 2

Look through the library catalog for banned books that they have. Start a list.

Day 3

Visit library and talk with librarian about banned books and the library's response and policies.

Work Through the Following Steps

These steps correlate with the steps in the Action Planning Guide



2.
Goal Statement

3.
**Explain
the “What”**

4.
**Explain
the “Why”**

**Share with a partner
or your table**

Work Through the Following Steps

These steps correlate with the steps in the Action Planning Guide



7.
Who can help?

9.
Key Steps

10.
**Actionable
First Step**

**Share with a partner
or your table**

Questions?

Closing

“When historians pick up their pens to write the story of the 21st century, let them say that it was your generation who laid down the heavy burdens of hate at last and that peace finally triumphed over violence, aggression and war. So I say to you, walk with the wind, brothers and sisters, and let the spirit of peace and the power of everlasting love be your guide.”

John Lewis

Thank you!

Contact Info:
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Email: