



MODULE

on
“Practising a
participatory
organisation”

(VERSION A)





MAIN GOAL

Participants will get to know the concept of participation and the principles of a participatory organisation in relation to participation of young people from marginalised groups.

OBJECTIVES OF THE SESSIONS

- Participants will get an overview of the concept of (youth) participation and the 3 basic principles of a participatory organisation (see Manual pg. 26)
 - Democratic, representative and inclusive structure (legal and procedural frameworks)
 - Young people / beneficiaries / members are actively involved, influencing and co-creating all aspects of the organisational work: programme, activities, structural changes
 - Decision making is built up in a way that young people / beneficiaries / members are involved on all levels
- Participants will explore the principles of a participatory organisation in relation to participation of young people from marginalised groups:
 - Nothing about us without us
 - Internal staff/volunteers representation structures
 - Safer space for working and support mechanisms
 - Mainstreaming the marginalised voices
 - Promoting diversity and freedom from oppression
- Participants will define their own actions to implement the principles in practice within their own work and organisation.

DURATION FORESEEN

4 hours and 50 minutes





NEEDS (FOR THE SPACE)

- Room with enough space for tables and chairs, first activity will need enough space to set the chairs in a circle, flipcharts support of a free wall to put up flipcharts

FOR WHOM

- Ideally mixed groups from the organisation, both management and non-management levels, but also possible to implement without management representatives within groups with horizontal power / position within the organisation.

STEP BY STEP DESCRIPTION

- 30' INTRODUCTION
 - Expected outcome: Participants get the basic information they jumpstart the thinking about the topic
 1. Introduction and presentation of trainers
 2. Aim and objectives of the workshop
 3. Where are we now with the process
 4. Introduce who we strive to include -- who are (young) people from marginalised groups (show pg. 9 from Manual) and emphasise which group(s) their organisation chose to work on
 5. Agenda of the day
 6. Short round of names, pronouns and their role in the organisation 5-10 minutes





- 50' PARTICIPATION

Expected outcome: Participants will get an overview of the concept of (youth) participation and the 3 basic principles of a participatory organisation

15' Theoretical input: Introducing Hart's ladder of participation

- show the image of the ladder of participation and explain the different stages and what is and what is not participation
- prepare concrete examples for each stage of the ladder, ideally from your own organisation / personal experience. If time permits you can invite participants to share their examples.

35' Exercise

1. Participants are in 3-4 small groups
2. Each group gets one aspect of their organisation (planning of activities; decision-making structures and processes; budget allocation; strategic priorities)
3. Now they assess where they would position their organisational practice in regards to participation of (young) people from marginalised groups
4. Presentation of the outcomes and final discussion

- 10' BREAK

- 1H05' PRINCIPLES OF A PARTICIPATORY ORGANISATION

Expected outcome: Participants will explore the principles of a participatory organisation in relation to participation of young people from marginalised groups.

1. Participants are divided in 5 groups / pairs and each group receives one of the principles (copy the text from pg. 27 of the Manual) on paper and they need to discuss it, following the questions 20 minutes
 - Discuss the meaning for you.





- Is this present in your organisation, how?
 - Do you have special measures to ensure the principle is applied for (young) people from marginalised groups
2. After discussions: 45 minutes
 - Create a mind map or image of the principle and present it to the others
 - Presentations
 3. Final reflection on the exercise and the dilemmas and questions
-
- 10' BREAK

 - 1H25' APPLICATION AND FUTURE STEPS
Expected outcome: Participants will define their own actions to implement the principles in practice within their own work and organisation
 1. Introduction to the activity and outcome
 - a. There are 4 stations in the room:
 1. planning of activities;
 2. decision-making structures and processes;
 3. budget allocation;
 4. strategic priorities
 2. One person is designated to stay all the time with one station (similar to the table host in World Cafe). Ideally, this person is also more responsible for that area in the organisation.
 3. The rest of the participant move from one station to the other for short 15 minutes discussions (4 x 15 minutes)
 4. They discuss and note down on each stations flipchart the following:
 - a. How could the principles of a participatory organisation for (young) people from marginalised groups be applied in practice in this area of our organisational work?





- b. What do you consider as most important and what do you consider as realistic? (the table host should ask them this before they leave the table) - circle it or highlight it

5. Presentations from table hosts (4 x 5 minutes)

- 15' NEXT STEPS AND COMMITMENTS

1. In small groups of 3 people, the participants reflect on the questions:

- How does this fit into your organisational action plan?
- What do you commit to implement within the current process; what happens with the rest?

2. The trainer writes down and clusters the commitments made so that they are visible to everyone

- 10' REFLECTION AND CLOSING

Expected outcomes: Reflections of the day and key points to be implemented into action plan

Participants are invited to share their learnings and thoughts of the day. Trainers put their thoughts on a flipchart, things for the action plan must be clearly highlighted

1. Mentimeter evaluation

- What stood out to you in today's session?
- Name 3 next steps for yourself

2. Group evaluation: Everyone says what they are taking with them from the workshop





MATERIALS NEEDED

- [Printouts of the Principles of participatory organisations](#) - Manual page 36
- Flipchart with the Ladder of Participation
- [A4 coloured posters with concrete examples for each step of the ladder](#)
- A4 papers and markers for group work
- Post-its

FURTHER READINGS

1. [Children's Participation: The Theory and Practice of Involving Young Citizens in Community Development and Environmental Care](#)

