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THE MORE YOU KNOW **HOW TO TAKE DECISIONS COLLABORATIVELY,** THE EASIER IT WILL BE FOR YOU TO SCALE AND INCREASE YOUR IMPACT.

Practicing effective, inclusive decision-making
can change organizational dynamics
at a global scale. Collaborating on the process
of taking decisions together can be done with
relational skills, but also with the combination
of digital tools that help people to share,
moderate and facilitate complex processes
that aim to end in an action.
This resource helps you take decisions
collaboratively through following specific steps.

Type:

#digital tool

Subject:

#collaborative
decision-making

Keywords:

#open source organizational
development

#open processes moderation

#online group moderation

1.
Describe the context

Every discussion thread should start with all the context-setting information that your group needs to participate meaningfully. Use the thread context section to provide relevant background information, so everyone understands the purpose of the discussion.

2.
Mention who is going off-topic

Notice when people are going off topic and, if necessary, create separate discussion threads for topics that diverge from the core discussion.
Don't be afraid to @mention people to keep the conversation on track.

3.
Launch proposals

You can use proposals to get engagement, test ideas and clarify an issue, even if the solution might not be apparent yet.

4.
Specify what it means to agree or disagree

When starting a proposal be as specific as you can, so everyone knows what it means to agree or disagree. If appropriate, include information on who will execute a proposal, not just what the proposal is.

5.
Set proposal deadlines consciously

Think about when you need the decision to be made and how the proposal's closing time will affect engagement from your group members. For example, you might want to time the proposal so it closes before a meeting or avoid closing on a weekend.
You can always extend the closing date if need be.

6.
Ask or define the blocks (serious objections)

You and your group can define for yourselves what a block means in your context.
A block is used to indicate a serious objection that a person would like to see addressed.
For some groups (particularly small consensus-based groups) the block is used as a veto.

7.
Ask for 'abstain'

Sometimes there's power in simply knowing that your voice would be heard if you wanted to raise it. Using 'abstain' can be a powerful way to demonstrate your trust in the rest of the group to make the decision without you.

8.
Describe the proposal outcome

When your proposal closes, you'll be prompted to set a proposal outcome.
You can use this as a way to remind the whole group what you agreed to do together.

9.
Invite quiet people to contribute

There are a lot of little things you can do to help a discussion to get to a productive outcome. Notice when the same voices are dominating the discussion, and invite some of the quieter people to contribute by @mentioning them and asking them what they think. You can make a complex discussion easier to engage with by updating the thread context section with a summary of the key points.

About:
Loomio

Loomio is a simple, user-friendly online tool for collaborative decision-making. Loomio allows to host discussions online, invite the right people to participate, come to timely decisions and transform deliberation into realworld action. Loomio is an open source software, built by a worker-owned cooperative social enterprise. The cooperative is based in Aotearoa, New Zealand, and is part of the Enspiral Network.

www.loomio.org

Source:

Related resources

Loomio group: Action for Sustainable Development - A Global Civil Society Platform www.loomio.org/g/uJd5wTXQ/action-for-sustainable-development-a-global-civil-society-platform