

AN EFFECTIVE COLLABORATION PARTNER

A PERSONAL REFLECTION TOOL

INSTRUCTIONS: Reflect on the following questions to ensure that you are personally prepared, engaged and empowered to be an effective collaboration partner. The findings can be used to take personal action and/or to discuss the results with your board or supervisor and find ways to address concerns.

This can be used to reflect on both potential and existing collaborations.¹

- Is there a clear and substantive link between this collaboration and my other work priorities?
- Are there professional opportunities and advantages associated with my participation?
Are there personal ones as well?
- What relevant experience, skills, and qualities can I bring to help advance the collaborative?
- Is there any personal or professional 'baggage' or issues that might affect my ability to be a good partner? If so, what can I do to name it and address it?
- Do I have the necessary support from my organization to effectively participate (e.g. allowance of time, access to resources, supervisory support)? If not, how will I get it?
- Could there be a power differential that may emerge because of our role in the collaboration?
Do I have confidence it can be addressed? If not, what strategies can I use to address it?
- As the representative of my organization, do I have enough authority to effectively participate (e.g. make decisions at the collaboration table, speak on behalf of my organization)?
- What fears or misgivings (if any) do I have about participating in the collaboration?
How can I overcome or mitigate them?
- Can I effectively communicate and express my ideas, concerns and feelings in a group?
If not, what can I do to build my confidence or address barriers?
- Am I confident that others think that I will do a good job representing our organization?

¹ Adapted from Collaboration: Building the Road for the Journey Together, TRIP Promising Practices Report Supplement Assessing the Potential Collaboration, 2008, page 8.

