#3 COALITION IMPLEMENTATION STAGE

What to Expect

In this stage, coalition members find common ground and are committed to coalition and each other. They continue to share information, learn more about issue and begin to develop possible solutions. The coalition better defines its mission and the roles members play. Structure, leadership and decision-making are formalized and members begin to take action. New members representing different sectors may have to be recruited.

Structure

Structure becomes functional. Coordinator or director hired; steering committee established; recruitment more proactive; and search for funding continues. Needs assessment conducted, action plan created and program development starts. Early outcomes begin to be achieved.

Tasks

- Hire coalition staff and elect leadership
- Develop fiscal and management structure
- Develop decision-making and conflict resolution procedures
- Develop collaborative leadership skills
- Develop membership skills to enable then to work as team and implement work
- Conduct community assessment
- Educate members about issue; develop campaign to build community awareness of issue
- Identify promising strategies to address community needs/issue focus
- Develop action plan: goals, objectives, strategies, roles, responsibilities, resources and timeline
- Develop work groups to implement strategies
- Determine how work will progress and be evaluated – what will success look like?
- Identify additional resources to support efforts

Products or Outcomes

- Meeting minutes & attendance records
- Management structure or organizational chart
- By-laws or operating procedures
- Steering (Executive) committee and work group rosters
- Community assessment data
- Action plan
- Budget

Team Effectiveness Checklist

	Yes	No
We strongly believe in mutual purpose and interdependence.	☐	☐
Group members carry out commitments and help each other when needed.	☐	☐
Our team has clearly defined expectations, goals and objectives.	☐	☐

- Team members are clear about each person's job. ☐ ☐
- We have collectively decided how we are going to operate. ☐ ☐
- We acknowledge and deal with interpersonal or intercultural conflict. ☐ ☐
- We respect the diversity that each person adds to the team. ☐ ☐