



# Certification Team 2012 Report

For Annual Gathering

Durham, NC

January 11 2013

# Activities | Actions | Accomplishments

- 2 National Calls to all Trainers & Registrars sharing Certification resources
  - Mastering the Technology of Participation (MToP) Course YouTube video - <http://youtu.be/Cz3mniiYCdl>
  - MToP 3-page flyer
  - National Professional Track flyer
  - Regional/Local Marketing flyer
- Survey to all CTF related to CTF experience (sharing report at Annual Assessors Gathering)
- CTF & Assessments (later slide)
- 2 Virtual Cohorts (later slide)



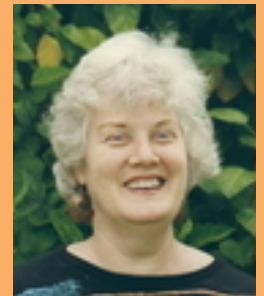
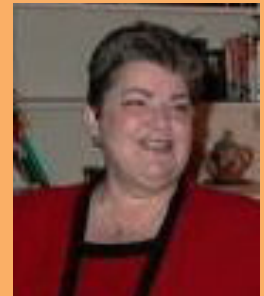


# CTF - USA

- 44 (January 10, 2013)
- 5 Newly Certified in 2012 – *Sherry Simpson, Dawn Newman, Eva Jensen, Beth Glommen, Dionisio Salazar*
- 6 Assessments -January 11, 2013
- 2013 Assessment Dates – January 26 & April 20 - Minneapolis

# 2 Virtual Cohorts 2012

- Mondays –
  - Mentors - Linda Alton | Nadine Bell (10 participants)
- Thursdays –
  - Mentors - Marilyn Oyler | Ester Mae Cox (14 participants)
- Monthly Meetings (March – December)
- Monthly Topics (later slide)
- Peer Coaching



# Virtual Certification ToP Facilitator Cohorts 2012

Monday 8:30 – 10:00 PM CST	Thursday 8 -9:30 AM CST
<p>Jennifer Moriarty Matt Rezac Sara Levinson Lisa Yunek Nileen Verbeten Mike Beebe Melinda Posner Peter Soli De'bora Johnson Camelia Joseph</p>	<p>Robert Bauer Molly Shaw Amy Murphy Holly Hayes Suzanne Esber Cherie Lockett Lloyd Wiltz Myra Manyweather Jonathan Bell Betsy Gowan Jane Schadle Aley Kent Becky Groff Lisa Brawley</p>
<b>Facilitation Teams</b>	
<p>Linda Alton Nadine Bell</p>	<p>Marilyn Oyler Ester Mae Cox</p>

# Thursday Dates & Monthly Themes

Thursday Dates	Meeting Themes
March 8	Getting Acquainted
April 5	Getting Organized/Peer Coaching
May 3	Focused Conversation
June 7	Consensus Workshop
July 5	Action Planning
August 2	Wall of Wonder
September 6	Strategic Planning
October 4	Facilitator Journey + Requirements
November 1	Volunteer Facilitator Selects Topic
December 6	Volunteer Facilitator Selects Topic

# Certification Cohort - Phoenix AZ

The cohort started in 2009 with 4 graduates of the recent MToP program. Early on, one of the members indicated that she was not going to work toward certification and she chose to continue working with the group on practicing her facilitation skills.

One pro bono strategic planning was arranged and facilitated by 2 of the members in addition to monthly meetings for 2 years. Members of the cohort were strong supporters of the community of practice during this time as well. We made arrangements to do some pro bono work for a local philanthropic organization that worked with only small non profits. It was difficult to make the arrangements to provide the service and it seemed to un- ravel their resolve to continue working on certification.

Since that time 2 of the members continue to seek certification, both of them are in the current MToP, one as student and one as faculty. We may choose to revitalize the certification cohort after the completion of this next MToP.

# Certification Cohort - San Antonio TX

- In January-Feb, 2012, 4 people contacted me about wanting me to mentor them in their journey toward ToP Certification. We met for lunch in Feb to discuss what they were willing to do, & how we might move forward.
- Decided we would meet monthly for two hours, on a Saturday afternoon, at my house. That began on March, and we continued through the year. We set each session one month ahead – with an agenda
- All four participants joined the virtual CTF cohort, and met monthly for a two hour session focusing on some core ToP competency. A few months later, another member joined in. N = 5
- One joined MToP - One birthed a baby - One decided the demands of certification were far more than anticipated, & she has withdrawn her application. N = 4
- Our cohort group has grown and is committed to supporting one another along this journey.



# Certification Cohort – Bay Area CA (1)

- 12 at various stages of readiness - 9 that are more active.
- Initially met monthly and now moved to quarterly or as needed by participants if more often.
- **Major accomplishments** – 2 participants are going for certification in Durham. A third has a recurrence of cancer and is now not able to participate.
- **Main obstacles** - For people new to the ToP methods - long lead time in building skills and experiences that count. Group most challenged with doing action plans and strategic plans - Those not working and those w/o internal opportunities to do strategic planning, a full strategic plan with a client takes an additional 80 - 100 hours of time and may happen over a 6 month period - tough to get 2 or 3 of these completed in a short period of time.

# Certification Cohort – Bay Area CA (2)

- Meet on Saturday or Sunday mornings at Jane Stallman's home or one of the members. Participants bring food and cleanup. They take responsibility for facilitating the meeting (opportunity to practice). One of the issues has been developing opportunities to practice methods. We did do a major initiative around developing pro bono strategic planning clients that was a fairly substantial project. Members of the group support each other and do facilitations together. Those hot on moving forward on their certification journey have had weekend retreats where they work on their portfolios.
- Initially Jane Stallman's role was more active ensuring that we had meetings scheduled, following up, helping to set the agenda, but over time the group has taken on more of the responsibility.

# Certification Cohort – Bay Area CA (3)

- **What are your plans for 2013?** We have a meeting scheduled for the end of January scheduled - a report from 2 candidates on their Durham certification experience. Also getting a sense of timing for other members of the group.
- Hopeful to have a MToP starting in February 2013 with new people added into the mix (probably will hold a few sessions with the new group alone so that they understand the portfolio process and have a few of those certified give some input before mixing them in with the old group.

# Cohort – Minneapolis – Early to 2008

<b>People</b>	<i>Rachel Hefte, Sheila LeGeros, Nancy Lee</i>
<b>Aim</b>	Keep in touch, answer questions
<b>Vehicle</b>	<b>Good intentions</b>  Candidates were invited to participate in the new monthly public ‘Community of Practice’ ...few did.

# Cohort – Minneapolis – 2009-2010

<b>People</b>	<i>Kim Behrens, Irina Fursman, Becca Gilgen Kathy McGrane, Jennifer Obinna</i>
<b>Aim</b>	Intensify support , hopefully facilitation opportunities
<b>Vehicle</b>	<p><b>The CoP, 2<sup>nd</sup> Friday of every month, 1 – 4 p.m., free</b></p> <p><b>Community of Practice</b> – numbers of CTF candidates increased, structure of the CoP shifted to provide 2 groups at the same time, 15 to 20 were attending, several CTF candidates continuously asked to practice specific sections at the COP – irritating others who had less ‘space’ for their own questions. Indicating the need for something else to emerge for this specific need: CTF support.</p> <p>Practice opportunities, or facilitation ‘gig’ referrals... spotty</p>

# Cohort – Minneapolis – 2011

<b>People</b>	<i>Mary Overlie, Bev Scow Della Young, Beth Marie Ward</i>
<b>Aim</b>	<b>Create a ‘cohort’ experience</b> that was exclusively supporting CTF Candidates
<b>Vehicle</b>	<p>The <u>Certification Cohort</u> 3<sup>rd</sup> Friday of every month, 1 – 4 p.m., free</p> <p><b>New partnering occurred among this team...leaps forward!</b></p> <p><b>Promoted MToP</b> – Noted our awareness of the striking difference for MToP participants and non-MToP grads in the CTF journey</p> <p><b>Results:</b> Group of 8 CTF candidates emerged at the same time (MToP grads and others) , held a self-facilitated action planning for their intended year together...to increase facilitation opportunities, etc...and had a remarkable year of support and work, thru their portfolio preparation (aided by CTF grads, etc)...awesome!</p>

# Cohort – Minneapolis – 2012 →

<b>People</b>	<i>Sherry Simpson, Dawn Newman, Eva Jensen, Beth Glommen</i>
<b>Aim</b>	<b>Encourage the individual experiences for each</b> – to support their assessment. In some cases- needing more time, some wishing for a 3 <sup>rd</sup> Strategic Planning, looking for WoW...etc. Sensing that they are not 'ready' to be claimed CTF.
<b>Vehicle</b>	<b>Hennepin County</b> – created an in-house monthly 'CTF Support Group' – currently with 6 participants towards late 2013 assessment. Linda Alton attends occasionally.  <b>Trends in 2012: The 'Cohort' dynamic has faded</b> into the background currently, although space reserved for this monthly. Much more phone coaching, or arranging for facilitation partners, coaching and advising on intended designs, sharing resources. Initiative is in their own hands. <b>Advanced Course participation:</b> Facilitation Graphics, ToP Secrets, Facilitating Conciliation Next Year- <b>new focus on MToP</b> , support increasingly inclusive in the curriculum

# Virtual Certification Cohort – Recommendations (Page 1)

## Cohort Structure:

- Offer two cohorts (2013) – Varied times - divided by participant availability
- Invite geographic cohorts - it can be their choice
- Requirements - TFM, TSP, Application & \$100 fee paid before Cohorts meet
- Starts and ends in calendar year - will begin mid-February or early March - when numbers emerge and two cohorts are organized
- Remove names after they miss 2 sessions without an excuse (Expect them to let us know if they have a reason for not attending)

## Cohort Content

- Earlier in the year emphasis on the portfolio
- Intentionally create training pieces that we can share
- "Advertise" ToP Network membership in February meeting (or early in the year meeting) - talk about how rich it is to engage with others in the Network - and advertise again at the end of year



# Virtual Certification Cohort – Recommendations (Page 2)

Reconsider the purpose/use of Groupsite  
and possible transition to Member Clicks  
member site

Certification Team work together on  
Member Clicks

# Virtual Certification Cohort – Promotion Recommendations (3)

Annual Gathering – Lead virtual cohort Open Space  
Seek involvement of CTF folks at our Task Team Table report  
Or whatever occasion we can secure (Birds of a Feather lunch)

Distribute to assessors list of Cohort topics for 2013

Create an electronic flyer – with clear requirements – with participant testimonials (especially those who got certified) - Use as "advertising" - Send to all trainers - Ask them to promote (send link) to TSP grads.

Seek permission to use people's names as testimonials



Which  
recommendations  
shall we approve?

# 2012 ToP Certification Team



**We had a fun year – and  
hope you'll consider  
joining this team in 2013!**

