



Campus Compact
New York & Pennsylvania

**Application Invitation for Facilitators for
CCNYPA's Communities of Practice (CoP)
Spring & Summer 2021
*Application deadline: 12/8/20***

Interested in Co-Facilitating a Community of Practice?

CCNYPA invites community engaged professionals such as faculty, directors, and staff to apply for facilitating a Community of Practice (CoP) Spring or Summer 2021. Applicants may request co-facilitating with a specific partner, or CCNYPA will assist you in locating a partner.

Facilitators will be required to attend at least two CCNYPA Facilitator Training sessions: one before the December holidays and one early January 2021. CCNYPA will provide CoP support, including promotion, registration, and technical support. Here is an outline and timeline of expected activities:

1. Co-facilitators will work collaboratively to identify and hone a focus (see application) by the second Facilitator Training Session in early January 2021.
2. CCNYPA will promote CoP options for participants with two in the Spring (Feb-Apr), and two in the summer (June-Aug). Participants will apply for a CoP and then be assigned a CoP based upon feedback from the facilitators. Then participants will register for the CoP. CCNYPA will manage the application and registration process
3. Facilitators will co-create session plans by early February, to be offered twice/month (recommended) upon their schedule availability.
4. Facilitators will guide and debrief CoP sessions.
5. Additionally, they will harvest learnings to share out with CCNYPA and offer feedback to process.
6. Approximate time required for facilitators about 30 hrs:
 - a. Prep for CoP theme and design, (8-10 hrs)
 - b. 5-6 CoPs averaging 2 hrs with prep/debrief time each session, (12 hrs)
 - c. 1-2 hr per each session for plan, follow up with participants, (6 hrs)
 - d. 2-3 hrs per CoP for debrief with CCNYPA (3hrs)

Facilitators will receive a \$1000 stipend upon completion of the Community of Practice.

Our Community of Practice Model

The CoP model combines elements of **learning, practice, and community**. Together, these interact so that *shared learning in community informs practice*. CoPs balance an emphasis on each of these, giving as much attention to building relationships as to thinking and doing. In this way, CoPs are designed to function differently than most dominant cultural modes of work, where action may be prioritized over relationships or reflection.

What is a Community of Practice (CoP?) It is a learning community, or collegial network, defined as *“a group of people who share interest in an area of inquiry and engage in collective learning about that issue as it relates to their work or practice. Through discussions, joint activities, and relationship building, the community of practice develops a shared and individual repertoire of resources, skills, and knowledge to use in their practice.”* (MN Campus Compact).

CoPs embrace and embody the following equity-based principles that: (a) everyone has knowledge to share, (b) everyone has learning to do, and (c) participants bring many identities and ways of knowing and that such diverse expressions should be encouraged and incorporated into CoP activities. It will:

1. Provide participants with the space to share, reflect on, and build knowledge & leadership skills in civic and community engagement.
2. Cultivate a valued cohort experience for collegial support as participants reflect on professional practice across New York & Pennsylvania.
3. Harvesting resources, research findings, program models, insights, webinars, conference sessions and more to share with those beyond a specific community of practice.
4. Building the field’s knowledge about communities of practice as a model for professional development.

Role of a Facilitator¹

A facilitator in a CoP is not a teacher, trainer, or presenter. Because a CoP is focused on building shared knowledge, the main role of the facilitator is to keep the group moving in its desired direction and maintain positive group dynamics while remaining a learner and an active participant. The facilitator should also encourage agency and mutual responsibility of all group members, ensuring that all participants recognize their role as an equal contributor to the process of working together to build shared knowledge. Other roles for the facilitator include keeping time, maintaining group focus, and encouraging participation. Depending on the structure of the CoP program, facilitators may also be responsible for organizing meeting logistics.

Facilitator Roles during the Sessions

- Foster relationships among CoP members.
- Create a supportive and open group environment with mutual sharing.

¹ <http://mncampuscompact.org/wp-content/uploads/large/sites/30/2018/01/CoP-Facilitation-Manual-FINAL.pdf>

- Summarize and clarify concepts and ideas from participants.
- Manage process and provide content for the sessions.
- Facilitate self and others – as an equal participant in the group, the facilitator should take steps to ensure that their voice does not dominate every conversation.
- Allow silence – some group members may take time to share their thoughts, so allowing
silence is a good technique to avoid missing voices that are slow to contribute. If in doubt, count to 30 before moving on to the next idea.
- Invite feedback and participation from all group members.
- Restore safety/bravery – in some cases, sensitive topics or disagreement among group members can lead to loss of the open sharing atmosphere that the facilitator is working to build. In those cases, the facilitator should take steps to work through the issues that have come up and restore trust and openness.
- Spark explicit discussion of self-interest, power, culture, and roles at work in the group.