

Mini-Routines

Dimension 1: Cultivate Trust and Relationships

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Tool Overview

Much of the practice of partnership requires developing *routine* ways of thinking and working together. Below are some suggestions for mini-routines that could be built into partnership collaboration times to support ongoing co-thinking, reflection, and learning about particular indicators. These routines are designed to take around 5 minutes and be built into meeting agendas or common work processes.

Designed to Support RPPs to...	Designed with the following goals in mind...
- insert bite-sized learning and collaboration into existing meetings and work times - transform the way the partnership shows up, works together, thinks together, and collaborates, <i>over time</i>	5-10 minute routines - Can be built into existing meeting - Can be adapted to virtual or in-person settings - Can be done with an individual RPP or a group of folks from many RPPs - Repeatable

How you might use mini-routines

There are many ways to adapt this activity for a range of uses, contexts, and prior familiarity with the Dimensions and Indicators. The materials below aim to support you with designing the activity to best support your particular context.

If you are a partner in an RPP, you might...	If you are an evaluator of an RPP, you might...	If you are supporting a group of RPPs, you might...
- build into the regular cadence of your meeting agendas - build into key activities or tasks that you are engaging in as a partnership	- suggest a mini-routine or two to build into the regular cadence of meeting agendas - offer to facilitate the mini-routines as a low-stakes and more frequent form of data collection	- build into the regular cadence of your meeting agendas of role-alike, content-alike, or full network meetings - build into key activities or tasks that you are engaging in as a network - suggest a mini-routine or two for network members to build into the regular cadence of meeting agendas

Indicator Mini-Routines

[1A](#)

[1B](#)

[1C](#)

[1D](#)

[1E](#)

[1F](#)

[1G](#)

[1H](#)

1A. Work together

[Quarterly or some other pre-determined interval] Over the past [X] months, we have had the following collaborative work times/meetings [show list]. Has that felt like the right amount? Too much? Not enough? What thoughts do we have about the frequency of our collaborative work over the next few months?

1B. Follow through

[End of meeting] What are we each committing to based on our work today? How will we follow through?

1C. Value diverse perspectives

[Beginning of meeting] Which voices, perspectives, and forms of knowledge do we want to make sure to value and elevate today? How?

[End of meeting] Which voices, perspectives, and forms of knowledge were present in our work today? Which were valued and elevated? Which were not?

1D. Navigate conflict

[Beginning of meeting] Take a moment to look at our collective norms for working together. Which one do you want to be particularly attentive to in your own participation today?

[Before a tricky conversation] Before we dive in, what norms for navigating tricky conversations do we want to support each other to live into as we engage in this discussion?

1E. Interrupt problematic power and privilege dynamics

Note: These mini-routines will be most useful if a partnership has already developed enough trust to begin talking about power dynamics within their collaboration. If there is any sense that folks will not feel open to sharing how they are experiencing power dynamics in the partnership, it is likely best to have some longer conversations and learning about power dynamics before building these routines into the cadence of your work.

[Beginning of meeting] What power dynamics do we want to pay attention to today?

[Beginning of meeting] What power dynamics do we want to work to disrupt today? How?

[End of meeting] What power dynamics did you notice today? How did they show up? How did we disrupt them? and/or Were there missed opportunities to disrupt them?

1F. Invest in one another's welfare

[Beginning of meeting] What do you need during our work today to feel taken care of?

[End of meeting] What is something you are going to do to take care of yourself this [afternoon/week/month]?

1G. Navigate broader demands and constraints

[Beginning of meeting] What is something personal or professional that is on your mind today? In what ways can we support you?

[Beginning of meeting] What is something happening in your organization right now that we should keep in mind in our work together today?

1H. Acknowledge context and history

[In relation to a particular topic or focal area] What is something about your unique context or history that relates to this topic?

[In relation to a particular topic or focal area] What is something about the unique context and/or history of the communities we are working within that relates to this topic that we should keep in mind as we think today?

Facilitation Guidance

PREPARE

To prepare for facilitation of a mini-routine, we suggest you consider and plan for the following:

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1. Choose a mini-routine

If you want to...	Then you might...
Build on engagement with one of the other tools that surfaced an area for growth/continued learning	Look at potential mini-routines for the identified indicator and/or dimension to see if any seem useful or if there are ones you could adapt
Use a mini-routine as an entry into using these tools	See Where Should We Start? for more on ways to think about which indicator(s) you might choose
Support an upcoming task or activity	Look through the mini-routines to that are specific to that kind of task/activity and/or see if there are other mini-routines that could be meaningfully adapted for the task/activity

2. What frequency and timing will be most useful. The goal is for these mini-routines to be built into the existing cadence of your work. As shown in the examples, there are two overall kinds of frequency/timing:

- Some of the mini-routines are designed to be built into regular meetings (for instance, at the beginning of a meeting or the end of a meeting)
- Others are designed to be built into specific activities (for instance, whenever the partnership has something ready to share with a broader audience)

How long it makes sense to embed a mini-routine into the cadence of your work will depend on your partnership, the mini-routine, and how your engagement with the routine evolves. It might be time to move on if:

- You notice the focal ideas in the mini-routine are starting to become part of ongoing conversations more naturally
- You shift the focus of your collective work or move into a different focal activity for which the mini-routine makes less sense

3. CAUTION. As with all of the tools, not all tools will be useful at all times for all RPPs. Take care to consider the following:

- Have we had the necessary conversations *before* this to make this mini-routine useful in 5-10 minutes? Do we have a shared understanding of the central ideas to this routine?
- Do we have the level of trust that is necessary for this mini-routine to be useful?
- Are there ways in which this mini-routine might actually be harmful for our group?

ENGAGE

5-10 minutes	All of the mini-routines are designed as brief 5-10 minute conversations. However, there are a range of ways a group could engage with them, including one or more of the following: • Open conversation/dialogue • Smaller conversations with one or two others • Engagement in a Google Doc, Padlet, or similar collective document
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PROCESS THE LEARNING

After the activity, those facilitating will want to take some time to process what surfaced and decide next steps.

Where Might We Go Next?

After engaging in this activity, your partnership might:

- Make a note of any follow-up that is necessary given the ideas or questions that surfaced during the routine

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- Make a note of when you want to do this routine again by putting into your “health tracker,” a future meeting agenda, a calendar reminder, etc.