

Facilitator Resource 1A: Conducting a needs assessment

The following resource offers questions to consider while conducting a needs assessment for facilitation. You may wish to add or remove questions depending on your context.

Step 2: Narrow your focus, scope and goals

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What exactly would I like to change within my setting through my facilitation?

Conduct a needs assessment: Your needs assessment should involve conversations with the teachers in your setting and leadership staff where possible. It should address the following questions, among others relevant to your context:

- *How many colleagues will you work with?*
- *How much time do you have available for facilitation? How much time do teachers have available to meet and work on their reflective inquiries?*
- *How often can you meet? What arrangements need to be made for these meetings? Will they be online or face-to-face?*
- *What are the individual teacher needs that are to be addressed through your facilitation? (I.e. the learning objectives)*
- *What are the institution-wide needs to be addressed through your facilitation? (I.e. what you're hoping the school / institution will gain from your facilitation)*
- *Are there any individual teacher accessibility needs? (E.g. visual impairment with online facilitation)*
- *What should the dialogic focus be or will this differ between teachers?*
- *What are potential challenges in engaging in teacher collaboration in your setting? How will you mitigate these challenges?*

This resource draws on recent findings¹ by the T-SEDA² team and was developed for the MOOC titled 'Educational Dialogue: Supporting your colleagues through facilitation'³.

¹ Hennessy, S., Kershner, R., Calcagni, E. & Ahmed, F. (Forthcoming). Supporting practitioner-led inquiry into classroom dialogue with a research-informed professional learning resource: a design-based approach

² T-SEDA is a resource that supports practitioners in developing dialogic teaching and learning and is designed for local adaptation: <https://www.educ.cam.ac.uk/research/projects/tseda/>

³ <https://mbrugh.github.io/course-in-a-box/>