

Organizational Chart

Sketch an organizational chart showing the formal functions of your organization (director/program and project staff/administrative, support functions, etc.)



Formal Mission Statement

Write down the official mission statement and current strategic objectives of your organization. The focus is on how your organization presents itself to the outside world. (Tip: It might be useful to look at your organization's website.)

MISSION STATEMENT:

OBJECTIVES:

1.


2.

3.

4.

Social Network

Visualize the social network of your organization. Write the names of all relevant persons inside and around your organization on small Post-Its and arrange them as a cloud of relationships around a power-center. Mark your own position in this network.



Polarities

List your associations to the following questions: Around which polarities do you experience (positive or negative) tension in your organization (e.g., local vs. global approach, cultural vs. political agenda, high end vs. off-culture commitment, etc.)? What is a current internal development objective of your team (e.g., take on new task, reduce stress, stabilize the workflow, expand network, find new leadership balance)? What makes a project a “good project” in your organization (e.g., high visibility of your name, contribution to overhead costs, social innovation, high community involvement)?

POLARITIES:

✓

×

INTERNAL DEVELOPMENT OBJECTIVE:

1.

2.

3.

4.

5.

6.

WHAT IS A GOOD PROJECT:

✓

✓

✓

✓