

Minnesota Food Charter Network

Learning and Capacity Building Action Team

2018 Work Plan

Prepared by Noelle Harden, LCB Action Team Facilitator
February 2018

Goal: Advance learning and capacity across the state related to content from the Minnesota Food Charter, tools from the Minnesota Food Charter Network and skills that strengthen food networks and others working to create food systems change using the charter as a platform.

Methods: Organize and host four online meetings in collaboration with team members. The first meeting will be about the tools of the Minnesota Food Charter Network. A survey will be launched at that meeting and shared throughout the Network that will allow respondents to vote on what the other three topics will be. Each meeting should include a call to action / clear next steps. For example, the planning process could lead to the formation of emergent teams.

Building the Team: Anyone can join the team by signing up to help plan and execute one or more of the online learning meetings. Noelle and a co-facilitator will help facilitate the planning process and support the online meeting, preferably playing a background role while team members lead the facilitation. There will be an process to identify a co-facilitator in early 2018, with the idea that this individual will take over leadership of the team in 2019. A \$2000 stipend is available for the co-facilitator.

Other notes: Nicole Helgeson and Noelle will continue working on version 2.0 of the [Minnesota Food Charter Champion map](#) during the spring and summer of 2018. There is a \$4000 budget to support the LCB team in 2018, separate from the co-facilitator stipend.

Timeline

February 2018

- Compile ideas for 2018 workplan and get feedback from an informal advisory group including Steph Heim, Jamie Bain, Alison Babb, and Brian Bluhm (completed 2/19)
- Meet with Jared about idea for first webinar and continue planning (2/20)
- Share this work plan with advisory team, current LCB team members, and network leadership with request for feedback by March 1st (sent on 2/21)
- Recruit co-facilitator by asking current team members and developing an application process if necessary to reach outside the current team (in progress)

March 2018

- Host *Tools of the Network* webinar on March 21st
- Launch vote to determine topics on March 21st, then share online following the meeting with a deadline of March 31st
- Confirm co-facilitator by March 31st

April 2018

- April 1st - send out finalized list of topics for the online learning meetings with a call for people to join the team by signing up to help plan / execute one of more of the meetings
- Begin planning June meeting

May 2018

- Plan June meeting with team members

June 2018

- Host online meeting #2
- Debrief with team members and discuss next steps from the meeting

July 2018

- Begin planning September meeting

August 2018

- Plan September meeting with team members

September 2018

- Host online meeting #3
- Debrief with team members and discuss next steps from the meeting

October 2018

- Begin planning September meeting

November 2018

- Plan September meeting with team members

December 2018

- Host online meeting #4
- Debrief with team members and discuss next steps from the meeting
- Action Team Retreat - in-person gathering that all team members are invited to to celebrate our year of work and look ahead to 2019.