Module 3 – 2nd Team Meeting: Identifying a Challenge, PArt II

# Objectives for module 3 team meetings

* To apply the Challenge Model to identify an important challenge that your team is currently facing.
* While we know that COVID-19 challenges can be complex and require the support of many stakeholders, for the purpose of this leadership program, identify a challenge that your team has the ability to address within the next 6 months.
* **Identified Challenges**
* The willingness and readiness of team members to be able to handle assigned tasks – new challenge
* Funding for research
* Lack of priority for research in covid19 response
* Lack of collaboration among NCDC Staff
* Prioritization of research
* Prioritization and funding for research – initially voted by 4 people but changed
* Prioritization for research. – Voted by 4 people out of 7 as the most preferred problem to address
* Lack of funding and collaboration for research.
* **Most important challenge to address**: Prioritization of research.
* It should be a result that will move your team toward your shared vision and must be SMART and achievable within the given time frame.

# Expected results of 2nd team meeting for module 3

* Identification of your measurable result (SMART).

The number of research collaborations and the budget allocated for research activities should have increased by 30% between August 2022 and January 2023.

The percentage of funding for research activities in NCDC will increase by 40% between July 2022 and January 2023 – **Accepted**

There should be an increased number by 50% of research collaborations between August and January 2023

Budgetary allocation for research should be given high importance (45%) of all allocations given to NCDC

Between August 2022 and January 2023, Research activities should have fully gained priority in NCDC, gaining wave by 10 – 70%.

# Time: 2 hours, 30 minutes

# Instructions

1. Present the objective, agenda, and expected results of the meeting. **5 minutes**
2. Review again the steps of the Challenge Model. Last meeting you worked on steps 1 to 3 of the Challenge Model. In this second meeting, limit your work to step 4. **10 minutes**
3. Review the SMART concept. You can print copies of the handout in Annex 1, to help the team identify your SMART result. **30 minutes**
4. Choose a measurable result that is SMART, includes an indicator with a baseline and end line, that will indicate that your team has effectively addressed the challenge. **90 minutes**
5. Review your work and assign responsibilities to complete and send the assignment to the facilitators. **15 minutes**
6. Send the results of your meeting to the facilitators via e-mail for feedback.

**Objective:**

* To apply the Challenge Model to identify an important challenge that your team is currently facing.
* To identify a measurable result
* To assign responsibilities to achieve the desired result
* **Measurable result**
* The percentage of funding for research activities in NCDC will increase by 40% between July 2022 and January 2022
* **Identification of your indicator, including the baseline and the expected result**.
* Indicator/ baseline = increase in funding from 20 – 60%
* **Review your work and assign responsibilities.**
* **Responsibilities/ tasks**
* Advocacy visits – Dr. Mohammad
* Documentation of letters - Augustine
* Call for partnership with key collaborators – Sunday Eziechina and Abdukarim Usman
* Setting up of meetings with key stakeholders – Chinenye
* Writing of proposals and budgets – David and Ehis

# Annex 1

To meet the SMART criteria, results must be:

|  |  |  |
| --- | --- | --- |
| SSPECIFIC | The result is clear enough so that others can understand what it will look like when it is accomplished. | * Does your result have an indicator of what will change over time?
* Is your result limited to 1 to 2 indicators?
 |
| MMEASURABLE | Progress towards the result can be measured using numbers, rates, proportions or percentages. | * Does the result state a baseline value for the indicator?
* Does it state a target value for the indicator?
* Is the indicator expressed in numbers as well as in percentages?
 |
| AAPPROPRIATE | * Is the result aligned with the strategic priority of your organization and your team?
 |
| RREALISTIC | * Can your team achieve this result with your current activities and resources?
 |
| TTIME-BOUND | * Does your result have a start date and an end date?
 |

Example of a SMART result for COVID-19 response:

The percentage of teachers with complete doses of COVID-19 vaccine in Matutu will increase from 50% in January 2022 to 70% in July 2022.

By looking at the measurable result, you will see that it is Specific, Measurable, and Time-bound.

Start and end dates: Between January and July 2022 (Time-bound)

Indicator: the percentage of teachers with complete doses of COVID-19 vaccine (Specific)

Percent, baseline, target: will increase from 50%, to 70% (Measurable)

By looking at data sources and discussing their current situation, team members would be able to confirm that it is Appropriate and Realistic.