

## **Forest Service Partnership and Collaboration Training Overview**

### **Welcome to the Forest Service Partnership and Collaboration Training!**

This suite of training modules has been created to inspire you and demonstrate the power of working in collaboration and partnership to achieve our agency's mission. More specifically, the purpose of this training is to help you overcome the hurdles to collaboration and partnership activities and adopt effective strategies to achieve better outcomes for the people we serve and the land we care for.

#### **PURPOSE of the TRAINING:**

The Forest Service is committed to raising the standards in how we work with others to jointly benefit the resources and people we serve. This means that employees need to be equipped with the skills and knowledge necessary to meet the challenge of being exemplary partners.

These training modules are designed to address common questions that arise, such as:

- “How do I develop a working partnership?”
- “What are the benefits in working in partnership with others?”
- “What are some ways that others have been successful in collaborative projects?”
- “How do I put together an agreement?”

In addition, when partnerships reach the stage where formal documentation is necessary, many employees are challenged by the administrative requirements. The goal of these modules is to provide employees with the essential tools and precautions needed to achieve vibrant, effective, partnerships supported by sound business practices. With the skills and training acquired through these modules, employees will gain the confidence and competencies necessary to fulfill their responsibilities and the Agency obligations that our partners expect and deserve.

#### **AUDIENCE:**

These training modules developed from an expressed need among National Forest employees. The concepts, theory and practice associated with these trainings, however, are broad enough in application to be meaningful to all Regions, Research Units, and State and Private Forestry Areas. In addition, the content is highly applicable to our partner organizations and may provide valuable insight into how the agency approaches, develops and maintains formal and informal relationships. With all of this in mind, a flexible framework has been created that allows the modules to be adapted and tailored to fit particular situations, scenarios and needs across the US.

## **ABOUT the MODULES:**

The training modules have been developed by Forest Service practitioners and experts in conjunction with some of our most valued partners. There are a total of 10 modules available in a sequential format. Some modules provide overviews and can be completed in approximately 1 hour, while others are designed for longer sessions, such as Collaboration 200. Included on the Partnership Resource Center [www.partnershipresourcecenter.org](http://www.partnershipresourcecenter.org) training web page is the entire package of modules (PowerPt format), handouts, speaker notes, video clips and other supplementary resources to deliver the training in a classroom setting. Speaker notes and documents for handouts, and classroom exercises are included in a PDF format for printing. Web links can be accessed to maintain the most recent version of forms and documents. Trainer/student handbooks can be created by printing out materials posted under “Materials for Classroom Setting”. Suggested agenda options for presenting the modules in a group setting are also included. The training and presentations can be easily adapted to fit your unit’s unique needs and policies.

To receive a DVD copy with all the latest modules and associated handouts, Contact Jackie Bennett at the National Partnership Office: [jbennett01@fs.fed.us](mailto:jbennett01@fs.fed.us).

**AGLEARN** - Modules are also available on AGLEARN where individuals can view the modules at their personal PC. Taking the training through AGLEARN offers employees a way to certify their completion for inclusion in the training database. Users can test their knowledge upon completion of the modules as well as provide feedback on the course and suggest revisions, or additions to future updates. Prior to accessing the modules through AGLEARN, it is highly recommended that users visit the Partnership Resource Center [www.partnershipresourcecenter.org](http://www.partnershipresourcecenter.org) training web pages to print or download handouts for each module.

We welcome any comments and feedback. With your help, the modules will be continuously improved over time. Be sure to check back at the Partnership Resource Center web pages to find out the latest on the training updates and to critique the modules!

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