Background and Instructions for Think.COOP Training for Facilitators

Overview of the Our.COOP Programme

The Our.Coop training package, developed collaboratively by Decent Work Team Bangkok and the Cooperatives Unit of the Enterprises Department of the ILO, guides participants in the conception, establishment and management of cooperatives. Participants are invited to select the training package which best fits the current state of their cooperative and matches their exact needs.

As an approach to training, Our.Coop is unique in that the programme is built around a peer-to-peer, activity based learning method. With the support of an external facilitator, participants work together through the activities and exercises. New knowledge, skills and competencies are developed through the interactions between participants and sharing of existing local knowledge and experience.

The Our.Coop training tool set consists of three packages in total, corresponding to different stages in the life of a cooperative – conception, establishment, and management.

- Think.COOP: Understanding the cooperative model, its specific benefits and challenges, and making an informed decision about the suitability of the cooperative model.

- Start.COOP: Identifying core members, defining the business idea, researching its feasibility, preparing the business plan, and deciding on an organizational set-up.

- Manage.COOP: Improving governance and leadership practices, and learning about open communication, conflict management, financial management, human resources management, as well as business and market growth strategies.

Instructions for Facilitators of Think.Coop Online

Materials

Think.Coop Online is composed of the following materials:

1) Pre- and post-training surveys

2) PowerPoint presentation with main content and exercises

3) Guidance note for facilitator

4) Guidance note for participants

In order to be able to facilitate this training, you need to read and understand the complete Think.Coop training guide, available at: https://www.ilo.org/wcmsp5/groups/public/---ed_emp/---emp_ent/---coop/documents/publication/wcms_616148.pdf

Requirements

In order to conduct the online training on Think.Coop, the facilitator will need:

1) A computer or laptop

2) Good internet connection

3) Access to ZOOM or similar software that allows for virtual interaction

Duration

The training is scheduled for 120 minutes.

Understanding your role

As the external facilitator you will navigate the online training for the group (up to 5 participants). Your role is to encourage participation and discussions and support the participants in their learning journey.

Please read the instructions to the group and keep the time.

Before the training

1. Create a group of 4-5 participants.

2. Schedule the online training session and send the Zoom link to your group

3. Send the pre-training survey to each participant.

During the training

1. Share your screen:

    a. Open the Online Module Power Point slides on your device

    b. Go back to Zoom and click the green button at the bottom
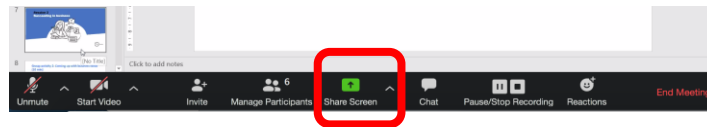
    c. Make sure everyone can see the slides before moving on

2. Motivate participation

    a. Ask participants to read the content

    b. Ask participants to share their responses to the different questions/exercises

    c. Discuss in plenary

3. At the end of the training, remind the group to complete the post-training survey.

After the training

1. Share the Power Point presentation with the group after the online session.