

NATURAL RESOURCES CONFLICT RESOLUTION PROGRAM

THE UNIVERSITY OF MONTANA

GUIDELINES TO PREPARE A PORTFOLIO & EVALUATION OF KNOWLEDGE, SKILLS, AND ABILITIES

DRAFT OF JULY 25, 2008

The University of Montana's Natural Resources Conflict Resolution (NRCR) Program is designed to prepare students to:

- Foster meaningful citizen participation;
- Engage in deliberative dialogue;
- Negotiate effective agreements;
- Resolve multi-party disputes;
- Design and manage collaborative processes;
- Practice collaborative leadership; and
- Design institutions for collaborative governance.

The curriculum for the NRCR Program includes a total of 18 credits. It is a certificate program embedded within a student's graduate program. Graduate students who complete the necessary requirements of the NRCR Program will be awarded a *Certificate of Achievement in Natural Resources Conflict Resolution*, which will be recognized on the student's official transcript.

If you have not already enrolled in the program, please go to www.umtpri.org/education to review the process for applying to the program.

One of the requirements of the NRCR Program is to prepare a portfolio of activities related to the program, which is used to evaluate your performance in the NRCR Program. The portfolio may also be useful as you interview for professional positions. Because much of this material revolves around class work, it is often helpful to keep either an electronic copy of course materials or a clean hard copy as you move through the program and your graduate work. The portfolio should include the following materials:

1. Title Page
2. Table of Contents
3. Resume
4. Letter of Intent to the NRCR Program
5. Summary of Graduate Course Work (one page)
6. Summary of Courses Taken for the NRCR Program (one page)
Please present required courses together, and elective courses together
7. Report on Practical Experience (2-5 pages)

Include any materials created, as well as a summary of the work done, your role, and how this experience fulfills one or more KSA's related to the program.

8. Materials to Demonstrate NRCR Knowledge, Skills, and Abilities (KSA)

At a minimum, materials must include course syllabi, research papers, and presentations from each course fulfilling NRCR requirements. You may also include letters of reference from faculty or employers, presentations, conferences attended, and so on. For each course, please provide a summary of your work, lessons learned, and explain how it demonstrates your competency for a particular knowledge, skill, or ability – see the attached Assessment of Knowledge, Skills, and Abilities.

9. Joint Assessment of Knowledge, Skills and Abilities (student and chair)

The portfolio is reviewed and approved by the Chair of the NRCR Program. Once approved, you must provide an electronic copy of your portfolio to the Chair. You do not need to submit a copy to the Graduate School. To view an example of a completed portfolio, please go to www.umtpri.org/education and/or ask the Chair of the program to review a hard copy of a portfolio.

To make sure the certificate appears on your official transcript, you need to complete the *Application for Graduation – Certificate Programs*, also available at www.umtpri.org/education, and have the Chair of the NRCR Program sign the same form before you submit it to the Graduate School, and after you complete all the requirements for the program.

Assessment of Knowledge, Skills, and Abilities

Natural Resources Conflict Resolution Program

Students should complete this form – particularly the middle column -- prior to meeting with the Chair of the NRCR Program to review the portfolio and conduct a joint assessment of the student’s knowledge, skills, and abilities.

Rating Scale:

1=Emergent -- Familiar with the ideas based largely on classroom readings and discussion

2=Developing -- Some experience applying theory both in and out of the classroom

3=Competent -- Working knowledge of theory; significant practical experience outside classroom

| <i>Knowledge, Skills, and Abilities</i> | <i>Document/Course in which the KSA is Demonstrated</i> | <i>Assessment</i> |
|--|---|-------------------|
| History of Conflict Resolution Strategies -- The student understands the history of alternative approaches to govern natural resources, engage citizens in public decisions, and resolve natural resource and environmental conflicts. | | 1 2 3 |
| Assessment — Identify stakeholders and key issues; map the interests and concerns of stakeholders, including decision-makers; clarify options for citizen participation and public dispute resolution; and determine if and when collaboration, consensus building, or conflict resolution is appropriate. Understand the legal, institutional, political, cultural, economic, and scientific context of natural resource conflicts and their resolution. | | 1 2 3 |
| Process Design — Design public processes that are inclusive, informed, and deliberative. Tailor the process to meet the needs and interests of stakeholders, and in a way that respects legal, political, biological, and other constraints | | 1 2 3 |
| Negotiation — Participate effectively in multi-party public processes. Work with others to find mutual gain solutions. Create and claim value; sequence issues; package options; manage communications between representatives and their constituent groups; build coalitions; and improve communication within internal teams and in multiparty forums. | | 1 2 3 |

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| <p>Facilitation and Mediation -- Understand the value of impartial, nonpartisan facilitators and mediators in complex, multi-party natural resources issues. Develop a working knowledge of the role of process managers in assessing situations, designing the right process, facilitating meetings, mediating disputes, drafting documents, and monitoring implementation. Know when a facilitator or mediator is needed, what to look for in a qualified process manager, and how to select such a person or team.</p> | | <p>1 2 3</p> |
| <p>Collaborative Leadership — Enable people with different viewpoints to accomplish a task that none of them could accomplish individually; lead as a peer, not a superior; encourage and facilitate cooperation, pride, trust, and group identity; foster commitment and team spirit; work with others to achieve common goals and realize a sense of shared accomplishment; manage and resolve conflicts in a constructive manner; and manage effective meetings.</p> | | <p>1 2 3</p> |
| <p>Joint Fact Finding – Through mutual learning and joint fact finding, help people with diverse viewpoints build a common understanding of complex issues and resolve scientific and technical disputes. Clarify the role of scientific experts and technical information in shaping public policy and resolving natural resource disputes, and examine the principles and strategies of adaptive management.</p> | | <p>1 2 3</p> |
| <p>Applications — Adapt principles and strategies to public participation, community-based collaboration, partnerships, administrative rulemaking, environmental impact assessment, resource planning, legislative policymaking, multi-jurisdictional issues, inter-agency coordination, court-connected disputes, intractable disputes, dispute systems design, and international environmental issues.</p> | | <p>1 2 3</p> |
| <p>Respond to Common Problems – Integrate non-local interests in local decision-making; deal with difficult people; engage unaffiliated citizens; know when and how to pull-out; and other common problems associated with collaborative, consensus-seeking processes.</p> | | <p>1 2 3</p> |
| <p>Research and Evaluation – Apply alternative methods to evaluate the effectiveness of collaboration and other approaches to shape public policy and resolve natural resource disputes. Research and document best practices, lessons learned, and case studies.</p> | | <p>1 2 3</p> |

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| <p>Strengths – List two skills and abilities where you feel the strongest.</p> | |
| <p>Areas that you want to improve – List two skills and abilities that you want to improve. Think in terms of knowledge, skills, a abilities necessary for future work.</p> | |

Student Signature: _____

Date: _____

Chair Signature: _____

Date: _____