

Force Field Analysis: Agency Wellness Plan

1. Pass out the Force Field Analysis chart to each participant
2. Divide into small teams approx 2-6 people per team
3. Each team follows these steps – be flexible in adapting these instructions due to time limitations;
 - A. Teams identify and note the Focus Area of “Agency Wellness Plan” they are working on.
 - B. Page 1 has two columns: Helping Forces and Restraining Forces.
 1. List under each heading respectively the operating forces which are helping to increase awareness and support agency wellness and the operating forces which are restraining to increase awareness and support agency wellness.
 2. Underline those which the group feels are highest priority.
 - C. Page 2 is the Action Identifier
 1. Copy each Restraining Force you have underlined and list all possible courses of action you might take to eliminate or reduce the effect of that force.
 2. Copy each “Helping Force” you have underlined and list all possible courses of action you might take to strengthen this force.
 3. Now using a consensus process underline those courses of action that seem potentially most effective.

Remember - When doing this process of identifying actions and planning an order in which to take these steps, bear in mind that the elimination of restraining forces is more effective than increasing helping forces, since increasing the helping forces tends to build up the restraining forces by increasing the resistance. Best of all is to change the restraining force into a helping force. Working on both types of forces at once can be very effective.
 - D. Page 3 is the Action Plan for each of your underlined “courses of action” – identify Materials/Tactics; People/Groups/Partners; and Resources you could use to implement that action.
 - E. Page 4 Alternative Actions – Identify alternative ways of accomplishing the courses of action you have decided upon.