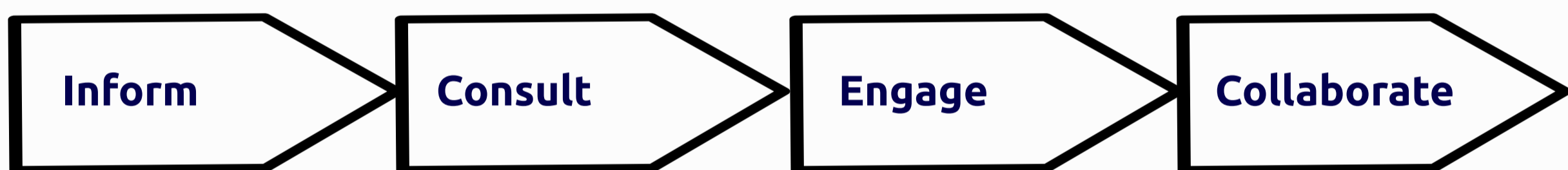


Decision Making

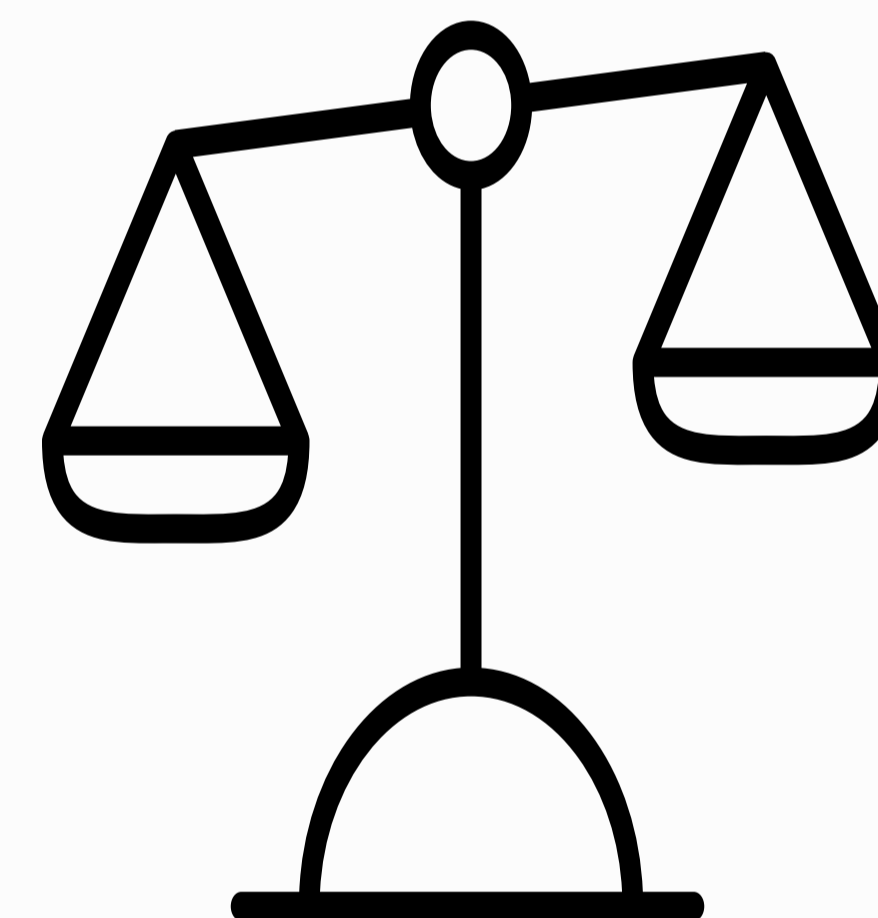
Decision Making Techniques			
Option	Pros	Cons	Uses
Spontaneous Agreement	Fast Easy	Too fast Lack of discussion	When discussion isn't critical Trivial issues
One person	Can be fast Clear accountability	Lack of in-put, Low buy-in, No synergy	When one person is the expert Individual willing to take sole responsibility
Compromise	Discussion Creates a solution	Adversarial, Win/lose Divides the group	When positions are polarized Consensus is improbable
Voting	High quality with dialogue Clear outcome	May be too fast, Win/lose, No/low dialogue Influenced choices	When there are clear options If division in the group is OK
Consensus	Collaborative, Systemic Participative, Discussion-oriented Encourages commitment	Takes time Requires data and member skills	Important issues When buy-in matters

Bens, Ingrid. Facilitating With Ease. (2012)

Psychological Contract



Communicate decision making process and expectations transparently to avoid breaking a psychological contract.



Procedural Justice

People are more likely to support decisions when they believe the process was fair, just, and equitable.

Communicate How You Make Decisions

“We are about to recruit for a position on our team. I would like to engage you in the process by hearing your thoughts and you being part of the interview process. I will ultimately make the final decision.”

When discussing any project or issue, start by identifying the decision making process you will use.

“We agreed to make this decision by vote. I now see how integral it is in our team’s functioning. I believe we should try for consensus.”

If you need to change your decision making process, name this and explain why.

“How are we making this decision?”
 “How are you making this decision?”
 “Can you share more about why you believe this is the best process for this subject?”

If you are not in a position to determine the decision making process, ask.