

Hello!

We are *Conversation Co.*

We are community engagement leaders who partner to create meaningful engagement and conversations.

We understand you have a professional reputation to maintain – we will go above and beyond as we believe in making our partners and clients look good. So, whether you need an extra set of hands to complete the project or technical know-how, we can help you and your team deliver your community engagement program.

We thrive in an environment where we can make the complex simple, our strength is taking complex documents and plans, and finding ways to present this in an easy to understand way for the community to provide feedback on.



WHAT CAN WE OFFER YOU?

Conversation Co can offer a variety of services to your organisation:



Engagement Planning:

We can lead the development of an engagement plan, provide guidance to your organisation on how to develop a best-practice engagement plan yourselves or we can follow a plan you have developed.



Delivering Engagement:

We have skills and experience in developing and delivering both face-to-face and online engagement methods including:



Workshops



Interviews



Focus groups



Interviews



Surveys



Community “pop-up” events- including the use of our beautiful Conversation Caravan “April”



Communications

We can develop communications plans and manage your communication activities through social media, print and media release.



Sense Making

We can set up a comprehensive data analysis system and collate all of the raw engagement data. We can theme the data under priorities that make sense and create an easy to read report.



Capacity building

We can provide guidance for your staff to deliver the engagement program. This may include:



Developing engagement kits



Writing scripts for interviews and how to respond to FAQs



Providing staff training

WHAT MIGHT IT LOOK LIKE IF WE WORK TOGETHER?



1. Kick off meeting

Firstly, we'd like to meet together to:

- Confirm our understanding of the project brief
- Find out what success looks like for the project
- Identify the negotiables and non-negotiables for the engagement
- Understand your budget and project timelines.

2. We write or help you write you engagement plans

We have plenty of templates, guides and examples that we can use to develop a whizz-bang engagement plan. After our first meeting, we can provide you with some guidance to undertake the planning yourselves, or we can take it off your hands and present a draft to you.

3. We deliver the engagement

We follow the agreed plan and roll out the engagement activities, or we provide you with the skills and resources to do some or all of this with your team. We can also arrange for translations, interpreters, and the development of online engagement portals!

4. We analyse the engagement data received

We collate all the engagement data that has been received across the project and we start analysing it into key themes, this could be by locations, priority areas, demographics- whatever suits your needs!

5. We write an engagement report

We use all this data to make a succinct and easy-to-read report that outlines what we found. We can also include recommendations (if you would like us to).

WANT TO KNOW MORE?

We're sure you have other questions, so let's arrange a time to meet in person or over the phone.



NICE, STAYING FOR THE CREDITS

5 SOLID REASONS to meet with us

- 1. Communication is essential**

We keep clients updated throughout the project, we have a demonstrated ability to communicate with organisations and demonstrated writing and facilitation ability.
- 2. Act as an extension of your team**

Helping you to scale up and down quickly, without the need to hire staff.
- 3. We can help ‘fill the gaps’**

You can focus on your specialty and ensure all your team’s work is complete.
- 4. Trust is important**

We work in partnership with you, building a strong working relationship. Client confidentiality is important to us and we have processes in place.
- 5. We work to various scopes**

We can deliver a single element of your project all the way to delivering the project in its entirety.



Contact:

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 www.conversationco.com.au