Task 1 & 2

Handout 15: Methods of Consulting

To maximise participation any of the following methods or combination of methods can be used in a consultation:

- Public meetings which have been promoted and widely advertised
- Focus groups
- Consulting with formal or informal groups in the industry
- Tapping into existing networks within the community. For example, interagencies, schools, churches and clubs
- Questionnaires, surveys, submissions, case studies
- Phone-ins
- Community social days such as especially organised BBQs

Communication is the Key to a Successful Consultation

All consultations are dependent upon effective communication both within the consultation process and in promoting it. When planning a consultation consider the participants’ knowledge, understanding and experience of the issue/s.

Make sure your processes are easy to follow and meaningful to the participants. At all times the worker must be sensitive to language issues, religion issues, gender issues, historical issues, and other sensitivities within the community.

A lack of attention to these will reduce the effectiveness of the consultation