

Osnutek izjave o vrednotah in etičnega kodeksa moderatorjev Mednarodnega združenja moderatorjev (IAF)

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Preambula

Vloga moderatorjev je, da nepristransko pripomorejo k večji učinkovitosti skupin. Delujemo kot usmerjevalci dela in skrbimo, da uspešno sodelovanje privede do dobrih rezultatov.

Člani Mednarodnega združenja moderatorjev (IAF) se zavedamo, da nam naš poklic ponuja edinstveno priložnost pomagati posameznikom, organizacijam in družbi. Naša učinkovitost temelji na osebnem poštenju in odgovornosti ter zaupanju, vzpostavljenem med nami in ljudmi, s katerimi delamo. Zaradi tega se zavedamo, kako pomembno je opredeliti in objaviti vrednote in etična načela, ki nas vodijo pri našem delu.

Izjava o vrednotah in etični kodeks upoštevatata kompleksnost naših vlog, z vso razsežnostjo osebnih, poklicnih in kulturnih različnosti med člani IAF in na področju moderatorstva vred. Člani Mednarodnega združenja moderatorjev se obvezujemo k spoštovanju teh vrednot in etike pri svojem poklicnem delovanju. Ta načela naj bodo smernice za etično delovanje; nudijo zgolj okvir in njihov namen ni predpisovanje vedenja v posameznih situacijah. Vprašanja ali

The International Association of Facilitators Draft Statement of Values and Code of Ethics for Facilitators

Adopted May 21, 2002

Preamble

Facilitators are called upon to fill an impartial role in helping groups become more effective. We act as process guides to create a balance between participation and results.

We, the members of the International Association of Facilitators (IAF), believe that our profession gives us a unique opportunity to make a positive contribution to individuals, organizations, and society. Our effectiveness is based on our personal integrity and the trust developed between ourselves and those with whom we work. Therefore, we recognise the importance of defining and making known the values and ethical principles that guide our actions.

This Statement of Values and Code of Ethics recognizes the complexity of our roles, including the full spectrum of personal, professional and cultural diversity in the IAF membership and in the field of facilitation. Members of the International Association of Facilitators are committed to using these values and ethics to guide their professional practice. These principles are expressed in broad statements to guide ethical

nasveti v zvezi z uresničevanjem teh vrednot in etike se lahko naslovijo na Mednarodno združenje moderatorjev.

Izjava o vrednotah

Moderatorji skupinskih procesov verjamemo v lastno vrednost posameznika in kolektivno modrost skupine. Prizadevamo si pomagati skupini, da kar najboljše izkoristi prispevek vsakega posameznika. Ne vsiljujemo svojega mnenja in upoštevamo pravico skupino do lastne izbire. Verjamemo, da lahko z dejavnim sodelovanjem dosežemo v skupini soglasje in uspešne rezultate. Cenimo sodelovanje za izboljšanje poklicne strokovnosti.

Etični kodeks

1. Storitve za naročnika

Našim naročnikom ponujamo moderatorske storitve, s katerimi lahko izboljšamo uspešnost njihovega dela.

Naši naročniki so tako skupine, ki jih moderiramo, kot naročniki, s katerimi sklenemo pogodbo o storitvi. Z naročniki tesno sodelujemo, da bi čim boljše razumeli njihova pričakovanja, se nanje ustrezno odzvali z izbiro primerne storitve in omogočili skupino dosego želenih ciljev. Odgovorni smo za zagotavljanje svoje primerne usposobljenosti za ustrezno ravnanje. Če se skupina ali njeni predstavniki odločijo, da je treba izbrati drugo smer od prvotno

practice; they provide a framework and are not intended to dictate conduct for particular situations. Questions or advice about the application of these values and ethics may be addressed to the International Association of Facilitators.

Statement of Values

As group facilitators, we believe in the inherent value of the individual and the collective wisdom of the group. We strive to help the group make the best use of the contributions of each of its members. We set aside our personal opinions and support the group's right to make its own choices. We believe that collaborative and cooperative interaction builds consensus and produces meaningful outcomes. We value professional collaboration to improve our profession.

Code of Ethics

1. Client Service

We are in service to our clients, using our group facilitation competencies to add value to their work.

Our clients include the groups we facilitate and those who contract with us on their behalf. We work closely with our clients to understand their expectations so that we provide the appropriate service, and that the group produces the desired outcomes. It is our responsibility to ensure that we are competent to handle the intervention. If the group decides it needs to go in a direction other

<p>zamišljene, je naša naloga pomagati skupini nadaljevati delo in pri tem uskladiti prvotno namero z novo usmeritvijo.</p> <p>2. Konflikt interesov</p> <p>Odkrito priznavamo morebitne konflikte interesov.</p> <p>Preden pristanemo na delo z naročnikom, se odkrito in pošteno pogovorimo o možnih konfliktih interesov, osebnih nagnjenjih ali zadržkih, predhodnem znanju organizacije ali o katerikoli drugi stvari, ki bi lahko ovirala učinkovito delo članov skupine. To naredimo zato, da lahko skupaj sprejmemo utemeljeno odločitev o nadaljevanju in da preprečimo nesporazume, ki bi lahko onemogočili uspešnost dela ali omajali verodostojnost stranke oz. nas samih. Odrekamo se izkoriščanju svojega položaja za nepoštene ali neprimerne privilegije, dobičke ali koristi.</p> <p>3. Avtonomnost skupine</p> <p>Spoštujemo kulturo, pravice in avtonomijo skupine.</p> <p>Prizadevamo si za zavestno soglašanje skupine s procesom in za sodelovanje njenih članov. Ne vsiljujemo ničesar, kar bi lahko ogrozilo blaginjo in dostojanstvo sodelujočih, svobodo izbire skupine ali verodostojnost njenega delovanja.</p>	<p>than that originally intended by either the group or its representatives, our role is to help the group move forward, reconciling the original intent with the emergent direction.</p> <p>2. Conflict of Interest</p> <p>We openly acknowledge any potential conflict of interest.</p> <p>Prior to agreeing to work with our clients, we discuss openly and honestly any possible conflict of interest, personal bias, prior knowledge of the organisation or any other matter which may be perceived as preventing us from working effectively with the interests of all group members. We do this so that, together, we may make an informed decision about proceeding and to prevent misunderstanding that could detract from the success or credibility of the clients or ourselves. We refrain from using our position to secure unfair or inappropriate privilege, gain, or benefit.</p> <p>3. Group Autonomy</p> <p>We respect the culture, rights, and autonomy of the group.</p> <p>We seek the group's conscious agreement to the process and their commitment to participate. We do not impose anything that risks the welfare and dignity of the participants, the freedom of choice of the group, or the credibility of its work.</p>
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<p>4. Postopki, metode in sredstva</p> <p>Postopke, metode in sredstva uporabljamo odgovorno.</p> <p>V dialogu s skupino ali njenimi predstavniki oblikujemo procese, v katerih bomo dosegli zastavljene cilje. V ta namen izberemo najustreznejše metode in orodja ter jih po potrebi prilagodimo. Izogibamo se postopkom, metodam ali sredstvom, za katere nismo dovolj usposobljeni ali ki potrebam skupine ne ustrezajo.</p> <p>5. Spoštovanje, varnost, enakopravnost in zaupanje</p> <p>Prizadevamo si ustvariti spoštljivo in varno okolje, kjer vsi čutijo, da lahko govorijo odkrito in kjer se spoštujejo meje posameznika. Svoje veščine, znanje, tehnike in modrost uporabljamo za seznanjanje s stališči vseh in za njihovo spoštovanje.</p> <p>Prizadevamo si, da so zastopane in dejavno vključene vse zainteresirane strani. Zavzemamo se za pravične in enakopravne odnose med sodelujočimi ter moderatorjem in zagotavljamo, da imajo vsi udeleženci priložnost za razmislek in izražanje svojih misli in občutkov. Uporabljamo raznovrstne metode, s katerimi skupini omogočimo, da izkoristi nadarjenost in življenjske izkušnje vsakega posameznika.</p> <p>Spoštujemo celovitost in njihovo pravico, da izrazijo svoje mnenje, na srečanjih pa to v vzajemnem delovanju tudi</p>	<p>4. Processes, Methods, and Tools</p> <p>We use processes, methods and tools responsibly.</p> <p>In dialogue with the group or its representatives we design processes that will achieve the group's goals, and select and adapt the most appropriate methods and tools. We avoid using processes, methods or tools with which we are insufficiently skilled, or which are poorly matched to the needs of the group.</p> <p>5. Respect, Safety, Equity, and Trust</p> <p>We strive to engender an environment of respect and safety where all participants trust that they can speak freely and where individual boundaries are honoured. We use our skills, knowledge, tools, and wisdom to elicit and honour the perspectives of all.</p> <p>We seek to have all relevant stakeholders represented and involved. We promote equitable relationships among the participants and facilitator and ensure that all participants have an opportunity to examine and share their thoughts and feelings. We use a variety of methods to enable the group to access the natural gifts, talents and life experiences of each member. We work in ways that honour the wholeness and self-expression of others, designing sessions that respect different styles of interaction. We understand that any action we take is an intervention that may</p>
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<p>uresničujemo. Zavedamo se, da lahko z vsakim svojim dejanjem vplivamo na uspešnost srečanja.</p> <p>6. Nadziranje procesa</p> <p>Nadzorujemo proces in se ne opredeljujemo do vsebine.</p> <p>Medtem ko imajo udeleženci moderiranja strokovno znanje in izkušnje o obravnavani problematiki, imamo moderatorji strokovno znanje in izkušnje za usmerjanje skupinskega dela. Na odločitve skupine skušamo čim manj vplivati. Če imamo o obravnavani vsebini konkretno znanje, ki udeležencem manjka, a je nujno za uspešno skupinsko delo, ga ponudimo, vendar prej pojasnimo svojo spremenjeno vlogo</p> <p>7. Zaupnost</p> <p>Spoštujemo zaupnost informacij.</p> <p>Upošteevamo zaupnost vseh naročnikovih informacij in informacij o njem in jih ne razkrivamo nikjer znotraj ali zunaj naročnikove organizacije, niti ne poročamo o vsebini, mnenjih posameznikov ali njihovem vedenju brez predhodnega soglasja.</p> <p>8. Strokovni razvoj</p> <p>Odgovorni smo za stalno izboljševanje svojih moderatorskih veščin in znanja</p> <p>Stalno se učimo in izpopolnjujemo. Iščemo priložnosti za izboljšave našega moderatorskega znanja in veščin, da bi</p>	<p>affect the process.</p> <p>6. Stewardship of Process</p> <p>We practice stewardship of process and impartiality toward content.</p> <p>While participants bring knowledge and expertise concerning the substance of their situation, we bring knowledge and expertise concerning the group interaction process. We are vigilant to minimize our influence on group outcomes. When we have content knowledge not otherwise available to the group, and that the group must have to be effective, we offer it after explaining our change in role.</p> <p>7. Confidentiality</p> <p>We maintain confidentiality of information.</p> <p>We observe confidentiality of all client information. Therefore, we do not share information about a client within or outside of the client's organisation, nor do we report on group content, or the individual opinions or behaviour of members of the group without consent.</p> <p>8. Professional Development</p> <p>We are responsible for continuous improvement of our facilitation skills and</p>
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<p>tako skupinam lahko še bolje pomagali pri njihovem delu. S pomočjo praktičnih skupinskih izkušenj in stalnega osebnega izpopolnjevanja ostajamo na tekočem z dognanji in dogajanjem na področju moderatorstva.</p> <p>Z lastnimi delovnimi izkušnjami nesebično prispevamo k razvoju moderatorske prakse.</p>	<p>knowledge.</p> <p>We continuously learn and grow. We seek opportunities to improve our knowledge and facilitation skills to better assist groups in their work. We remain current in the field of facilitation through our practical group experiences and ongoing personal development.</p> <p>We offer our skills within a spirit of collaboration to develop our professional work practices.</p>
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