



# Juvenile Spacing Workshop

Facilitator's Guide



Ministry of Forests  
Forest Practices Branch

# Acknowledgements

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# Contents

<b>Acknowledgements</b> .....	ii
<b>Facilitator's Instructions</b> .....	v
How to Use this Guide .....	v
Workshop Introduction .....	vi
Learning Objectives .....	vi
Target Audience .....	vi
Format .....	vii
Materials .....	vii
Facilitators .....	vii
Check List .....	viii
Agenda .....	ix
<b>Lesson 1 Why Space?</b> .....	1 • 1
<b>Lesson 2 Stand Selection and Post-treatment Densities</b> .....	2 • 1
<b>Lesson 3 SMP and Project Development Issues</b> .....	3 • 1
<b>Lesson 4 Spacing – Contract Monitoring</b> .....	4 • 1

## Appendices

<b>Appendix 1 Biological Criteria for Ranking Stands for Spacing</b> .....	A1 • 1
<b>Appendix 2 Field Guidelines for the Selection of Free Growing Stands to Space</b> .....	A2 • 1
<b>Appendix 3 Considerations for Spacing Prescriptions and Projects</b> .....	A3 • 1
<b>Appendix 4 Incorrect Selection of Leave Trees During Spacing may Result in Potential Productivity Losses</b> .....	A4 • 1



# Facilitator Instructions

## How to Use this Guide

You have been hired to communicate the information included in these materials. You must have the approval of the Ministry of Forests contact person before adding information or changing the intended message of this workshop.

The success of your workshop will depend on how well you select activities to communicate the intended message to the participants. This guide is a complete package and should address the needs of most audiences. However, the care and thoroughness with which you plan and prepare for each workshop will make the difference between a mediocre and a successful event. Please review these materials carefully and have fun being part of the learning process.

This guide is designed to help you prepare for and deliver this workshop.

The Workshop Introduction contains general information on the background, objectives, target audience and format for the workshop. Please read this information to ensure that you understand why and how this workshop was developed.

The outline lists the topics that should be included in the workshop. This provides an overview to assist you in planning for specific workshop events.

Lesson plans at the beginning of each lesson provide learning objectives, suggested delivery techniques and specific equipment and material requirements that you will have to coordinate. Each lesson contains explanatory information and copies of required overhead transparencies. Where slide presentations are used, details are provided on the concept behind each slide and the explanatory text.

You should also review the participant's workbook and become familiar with the material.

## Workshop Introduction

### Objectives

The primary objectives of the workshop are to:

1. Discuss where and why juvenile spacing is done in the province;
2. Review the Ministry of Forests suggested stand selection procedures;
3. Identify information sources to aid in selecting post-treatment densities;
4. Show how spacing is to be handled in the Stand Management Prescription;
5. Discuss how to create spacing prescriptions to meet a range of objectives; and
6. Review contract monitoring.

### Learning Objectives

After taking this workshop, participants should:

- Understand that higher level plans in SPs drive spacing prescriptions;
- Understand the stand selection methodologies and decision criteria;
- Be aware of information sources to help choose post-spacing densities;
- Be aware of how spacing fits into the SMP; and
- Understand how to monitor a spacing contract.

### Target Audience

This workshop has been designed for people who are responsible for preparing or monitoring juvenile spacing prescriptions. It is meant to provide clarification of the *Spacing Guidebook*. It is not recommended for those familiar and comfortable with the contents of the spacing guidebook and juvenile spacing implementation in general.

## Format

The workshop is meant as a one-day indoor session to ensure a comfort level with the various aspects of spacing including; stand selection, stand management prescriptions, post-treatment standards and monitoring a spacing contract. A variety of instructional techniques are used to achieve the objectives of the workshop including:

1. lecturette;
2. group exercises; and
3. discussions.

Participant involvement throughout the workshop should be the focus. Ideally, the participants will:

- Provide input into each section by sharing their experiences and providing a focus for the materials.

The role of the facilitator is to present the material, direct discussions and to clarify points.

## Materials

Materials included for this workshop are: this Facilitator's Guide, overheads and a Participant's Workbook.

The workshop is designed for about 24–30 participants per session. Trying to include more participants will make the group difficult to manage and will reduce the value of the learning experience for everyone.

## Facilitators

This workshop was designed to be delivered by one facilitator. Facilitators should be intimately familiar with the subject matter. In all cases, there needs to be cooperation with the local region and district for delivery as local specialists are able to focus on relevant issues and plans.

### ***On the day of the workshop:***

Introduce yourself and any others who are helping you present the workshop. Explain the format and the timing for each lesson using the Workshop Outline.

***Use name tags to promote use of each others names. Allow each person to introduce themselves and give a brief sketch of their history with spacing. Point out that this workshop is meant to clarify the spacing guidebook and the concepts presented within it. It is not a comprehensive course on spacing.***

## Check List

The following check list should help you in ensuring that all workshop details have been dealt with.

### 1. Participant's workbooks and Spacing Guidebook

- Introduction
- Lessons 1–4
- Copy of Schedule A for Lesson 4 in an overhead format
- Juvenile Spacing Inspection Booklet
- Spacing guidebook

### 2. Flip chart and overheads

- Flip chart and felt pens
- Overheads and non-permanent pens

### 3. Materials provided by the B.C. Forestry Continuing Studies Network (BCFCSN)

- Name tags
- Participant Workbooks – OPTIONAL

**Note:** If Continuing Studies are going to provide the Participant's Workbook, it is the facilitator's responsibility to get the Participant's Workbook to the Continuing Studies Network with enough advance notice to allow for reproduction of the materials (two-week minimum).

The other option is to produce the materials with your local photocopying service and bill the costs to the Forest Practices Branch or BCFCSN.



# Juvenile Spacing Workshop

## Agenda

### Introductions

During the introduction the facilitator will:

- introduce themselves and any others that may be presenting the session;
- outline the purpose of the workshop;
- allow the group to get to know one another better;
- review the contents of the workbook; and
- describe the agenda of the workshop and provide information on logistics for the day (i.e., coffee, lunch arrangements, washroom locations, etc.)

### Why Space?

- Links to higher level plans
- Some possible objectives for spacing

### *Coffee*

### Stand Selection Process and Post-treatment Densities

- Appendix 1 – Biological criteria for ranking stands for spacing
- Field Guidelines for the Selection of Stands for Juvenile Spacing
- Issues relating to post-treatment densities

### *Lunch*

### Spacing and the SMP

- Project development issues

### *Coffee*

### Contract Administration

- Inspection methodology

### Wrap-up

