

Action roles should be adapted and used according to your specific group and action context. The following offers one possible outline of tasks and responsibilities for this role.

## ACTION ROLE **ACTION LEAD**

Your Role: > ensure tactics fit strategy and goals  
> keep everyone's eyes on the prize

<p><b>BEFORE</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Devise (or know) the <b>long-range strategy</b> that can accomplish your group's goals.</li> <li><input type="checkbox"/> Choose a clear <b>sequence of tactics</b> to reach your short-term strategic objectives.</li> <li><input type="checkbox"/> Put yourself in your opponents' shoes. Try to come up with all their <b>potential counter-moves</b>.</li> <li><input type="checkbox"/> Plan accordingly.</li> <li><input type="checkbox"/> Envision everything that could go wrong, then design the action with <b>Plan B</b> and <b>Plan C</b>.</li> <li><input type="checkbox"/> Ensure that strategy, tactics, plans and guidelines are <b>communicated clearly</b>, so all participants know what to do at an appropriate level of detail.</li> <li><input type="checkbox"/> Make sure the <b>agreed-upon discipline</b> is adhered to, with written guidelines, training and marshals, as needed.</li> <li><input type="checkbox"/> Identify a <b>line of succession</b> for all key roles. If anyone is arrested (including you!), someone else must be ready to step in.</li> <li><input type="checkbox"/> Plan and coordinate the <b>deployment</b> of resources and tactics for this action.</li> <li><input type="checkbox"/> Seek democratic input.</li> <li><input type="checkbox"/> Make <b>final decisions</b> when necessary.</li> </ul>	<p><b>THE DAY OF</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Coordinate <b>according to plan</b>.</li> <li><input type="checkbox"/> Help everyone keep their eyes on the prize, being both <b>clear and motivational</b>.</li> <li><input type="checkbox"/> Be mindful of the "mood" and "spirit" of the action, and of your own personal attitude. <b>You set the tone</b>.</li> <li><input type="checkbox"/> Remain <b>calm and flexible</b>.</li> <li><input type="checkbox"/> <b>Monitor</b> overall unfolding of events, suggest or order changes of course, ways to use opportunities, etc.</li> <li><input type="checkbox"/> Help identify or fill holes, <b>troubleshoot</b> situations as they arise</li> <li><input type="checkbox"/> Oversee and <b>check-in</b> with other action roles</li> <li><input type="checkbox"/> Consult with other point people, then <b>make quick decisions</b> as necessary during the course of the action</li> <li><input type="checkbox"/> Know when to <b>say NO</b>. Don't sweat the small stuff, but stand firm on important issues.</li> <li><input type="checkbox"/> Your goal is not be loved by everyone. The <b>action goals are paramount</b>.</li> </ul> <p><b>AFTER</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Facilitate after-action <b>debrief</b> and evaluation.</li> <li><input type="checkbox"/> <b>Share</b> what you've learned.</li> </ul>
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*Adapted from handout by Philippe Duhamel and Matt Guynn*