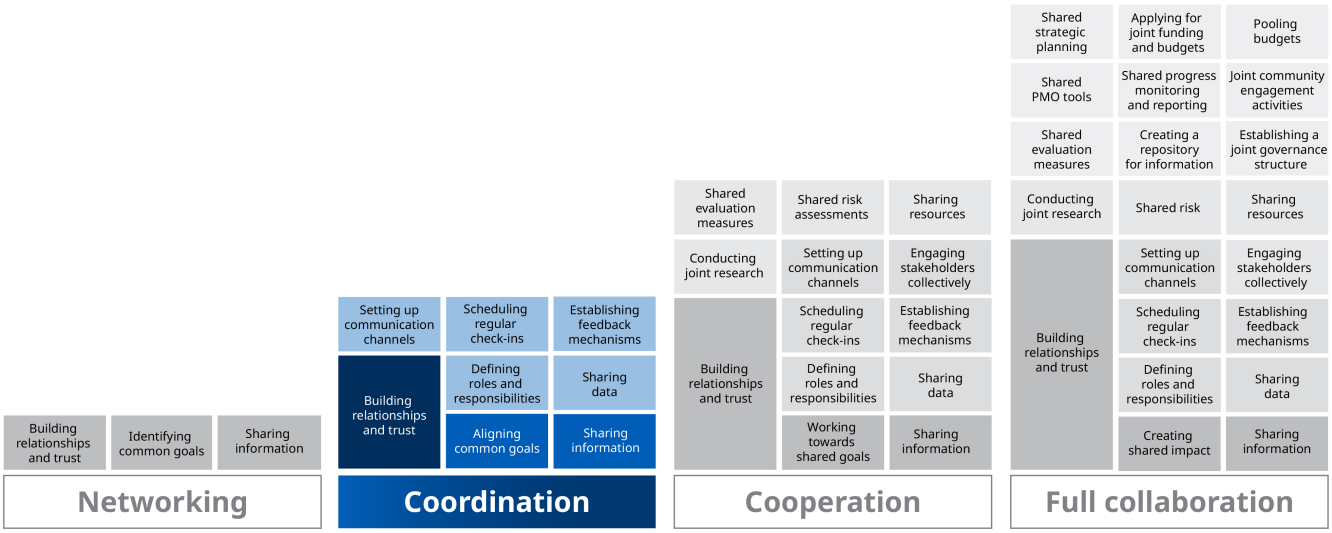
Thank you for completing the Cross-agency Collaboration Navigator.
Based on your responses, your recommended collaboration level is:

Coordination

Aligning efforts and activities



About this level

Coordination focuses on agencies working together to align efforts while keeping their own responsibilities and resources.

This collaboration level helps reduce duplication, keep messaging consistent, and make sure activities support shared goals, without needing joint decision-making.

This level is suited to projects where:

- You have aligned goals but separate responsibilities
- You need to align timelines, messaging or deliverables
- You want to reduce duplication or confusion
- You don't need to share funding, teams or authority.

Prepare for coordination

Clear communication and agreed roles help make coordination work smoothly. Aligning efforts early can save time and prevent confusion as the work progresses.

Explore tools and resources for coordination.

Take these steps to get started:

1. Clarify who is doing what and when
2. Establish ways to share timelines and updates
3. Stay in regular contact to check alignment
4. Support your team to build collaboration skills.

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Reflection activity

Use these reflective questions to consider how you're using coordination in your project or role:

Are we clear on who is doing what across agencies?

Confirm roles, responsibilities and deliverables early so everyone knows their part and there's no confusion during delivery.

Are we aligned on timelines and messaging?

Share your plans, timeframes and key messages to make sure work is consistent and activities run smoothly across agencies.

Are we avoiding duplication or gaps?

Talk to others involved to check if your efforts overlap or leave gaps, and adjust your plans as needed.

Are we staying connected as work progresses?

Set up regular check-ins to share updates, stay aligned and resolve any issues before they grow.

Build the skills

Good coordination relies on strong communication and relationship skills. These help you align work, avoid confusion and keep people on the same page.

Key skills include:

- Building trust and positive working relationships
- Listening to understand others' goals and constraints
- Communicating clearly and adjusting your style for different audiences
- Understanding timelines, systems, and who needs to be involved
- Planning and organisational skills to stay on track and align joint tasks.

Coordination skills can be applied across roles, from frontline to leadership.
Learn more about the skills you need for coordination.

Assessment questions and responses
Q1) Which of these options best describes the challenge you are working on?
Q2) Which of these options best describes your main reason for collaborating?
Q3) Which of these options best describes the people involved and their required level of involvement?
Q4) For the collaboration to achieve its goals, how dependant are you on other people involved?
Q5) Which of these options best describes the type of contributions that collaborators will need to make to support success?
Q6) Which of the following best describes how you need to approach your challenge?
Q7) Which option best describes the governance and processes needed to achieve your shared goals?

How to use these results

These results give you a starting point for thinking about the primary level of collaboration needed for your work. Use them to guide conversations with your team, identify practical next steps and find the right tools and resources to help you along the way.

Collaboration needs can shift over time. Different parts of the work might need different levels of collaboration. As your project moves forward or the scope changes, you can come back to this tool to reassess your approach with your team.

For more information

If you have questions, need support, or want to provide feedback contact engage@psc.qld.gov.au or complete the feedback form.

This tool was developed by the Public Sector Commission (2025).