1. Notice and take responsibility when your actions or behaviors impact others differently than you intended
2. Use “I” statements
3. W.A.I.T. (Why am I talking? Why aren’t I talking)
4. Practice active listening: listen for understanding, not response
5. Minimize use of jargon and explain terms when you speak, jargon finger is a call in to explain and unpack
6. Call folks in… not out!
7. What’s learned here leaves here, what’s said here stays here
8. Be mindful of how we use humor and its potential impact
9. All prep work for the team is distributed at least 7 days before the call or meeting
10. Team members review pre-work before the call or meeting
11. Not to use “America” when describing the United States
12. Invite everyone’s voice in the room (intros at the beginning of the call)
13. Be transparent about our capacity, ask for help from others or let others know if you can’t follow through
14. Be present and participatory on sub teams
15. Work as a group to interrupt toxic behavior as it arises - in our team as well as during the Chapter Assembly.
16. Try it on
17. Expect and accept non-closure
18. Intentional check-in system with teams of two.
19. Who is not here?