

## **Servant-Leader Milwaukee**

### **Operating Agreements**

*The following guidelines describe the principles which govern interactions among participants in our Servant-Leader roundtables. These principles act as a guide in our interaction with each other as participants in the group. These norms will be reviewed and revised periodically*

#### **Notes on Facilitation:**

- \* The Servant Leader Roundtable is first and foremost a learning community. At no time is the group intended to be a source of sales leads for products or services.
- \* We recognize that a dollar spent with a Servant-Leader goes farther than a dollar spent elsewhere. With the knowledge that we will not be approached by members selling their goods/services we make reasonable efforts to proactively support the business and personal activities of our fellow Servant-Leaders.
- \* Ideas are presented as an invitation to mutual discussion and exploration.
- \* The discussion of issues, ideas, and direction will not become a personal attack or return to haunt you in the future.
- \* Practice and experience humility – each of us may not have all the answers.
- \* Listen first to understand, and don't be dismissive of the input received when we listen.
- \* Share air time with others. Recognize that different individuals are more or less comfortable in groups.
- \* Don't go off /stay off topic for long.
- \* Keep confidentiality.
- \* If you have a problem with someone, calmly and respectfully address the problem directly with them.
- \* Expend the effort to practice all of these norms and to care enough about the roundtable and its work to confront each other, with care, compassion, and purpose, when a roundtable member fails to practice these norms.

**General Roundtable Agenda:**

1. Welcome and introductions – (5-7 minutes)
2. Frame the roundtable discussion topic (3 minutes)
3. Open discussion (40 minutes)
4. Ask each participant to identify one take-away from the conversation (10 minutes)
5. Conclusion and adjournment (5 minutes)

**Suggested Roundtable Operating Agreements:**

Each participant in an S-L roundtable brings their own set of unique experiences and motivations. The sharing of these individual journeys is at the core of the wisdom found at our roundtables.

1. The Servant Leader Roundtable is never intended to be a source of sales leads for products or services.
2. The roundtables are intended to be first-person conversations grounded in the participant's direct experiences. We can learn from, but not fix, each other.
3. Promote mutual discussion: seek first to understand, and then to be understood.
4. Keep confidentiality. The discussion of ideas, issues, and values should not become a personal attack or return to haunt you in the future. This is especially true for in-house roundtables.
5. Share air time with others. Recognize that different individuals are more or less comfortable in groups.
6. Don't go off /stay off topic for long.
7. If you have a problem with someone, calmly and respectfully address the problem directly with them.

For more information go to:

[www.wisconsinservantleadership.org](http://www.wisconsinservantleadership.org)