

Confidentiality Agreement

I understand that discussions with my Peer Coaching group members will remain confidential and I will not discuss or share any information with anyone including colleagues, friends, family members or significant others.

I further agree to take due care to safeguard all action plans or other material entrusted to me by group member(s) and/or any invited guests and will not share this material without their express permission.

I understand that I remain fully and solely responsible for any and all personal and business decisions made during my participation in my peer coaching group.

Dated at _____, this ____ day of _____, 20____.

Name (please print)

Signature

Name (please print)

Signature

Name (please print)

Signature

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Getting to Know You

These activities can be used anytime you want to deepen relationships within your peer group.

NOTE: All the "Getting to Know You" activities require advance preparation. Give your group members at least one week's notice so they can put thought into what they feel is important to share.

Personal Collage Activity

Materials: 8 1/2 X 11 paper and art supplies, as chosen, or complete a digital version. If your program is virtual, the collage should be saved as a PDF or JPG file which can be screen shared during the session.

Instructions: Create a personal collage that represents important information about you, such as:

- People important to you
- Locations that are significant to you
- Activities with you are as associated
- Personal traits that characterize you and that will be helpful to your group
- Your ambitions
- Talents and skills that you have as a leader
- Your values
- Anything else you think is an important part of you

Tips: You don't have to be a professional artist to complete this activity. This is a get acquainted activity, not a contest.

Feel free to use other materials to construct your pictograph; magazine pictures, photos, crayons etc.

Have fun and enjoy the process of creating your personal statement.

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Object of Significance Activity

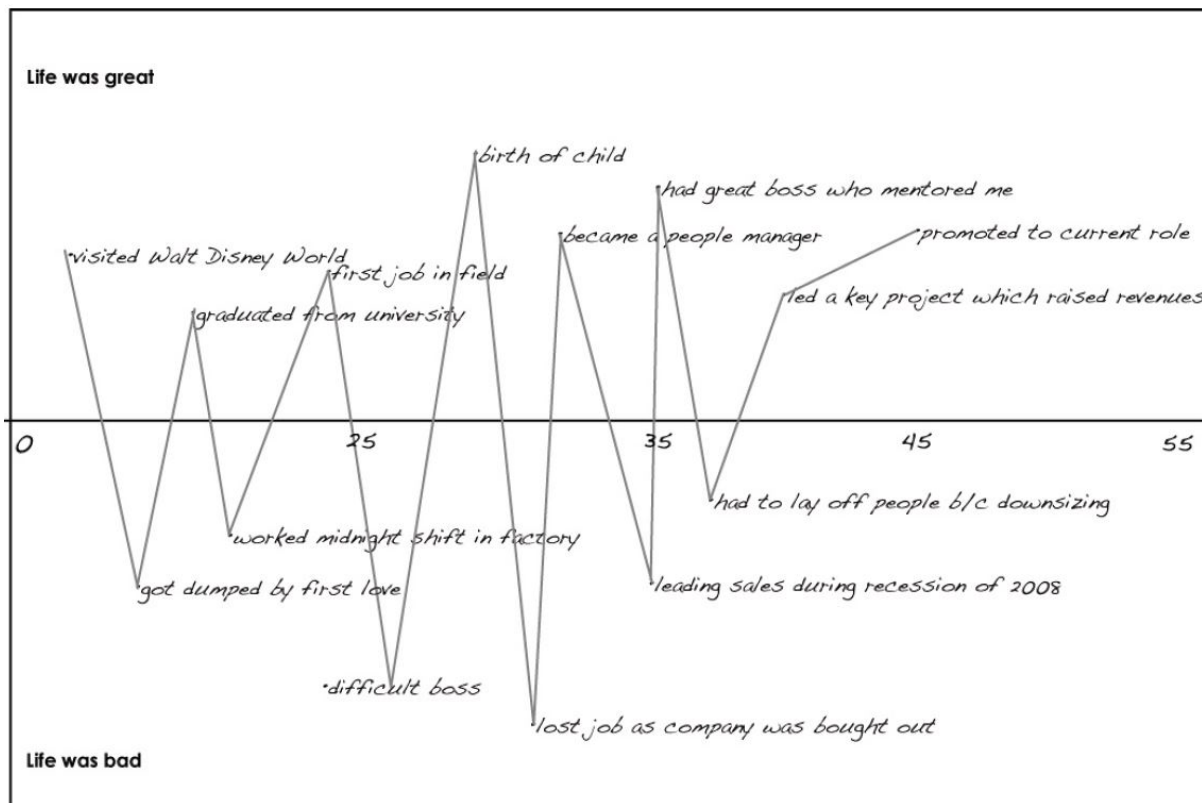
Instructions: Bring in an object of significance from home to share with the group. Perhaps you have a story to tell around its significance or why it matters to you.

Lifeline Activity

Instructions: The Lifeline exercise allows you to showcase key moments in your life...both personally and professionally...that represent your various highs or lows.

The events could be large or small. The only criteria are they were significant and memorable to you. Share as much as you feel comfortable with.

Grab a piece of paper and draw a horizontal line with age markers from birth to where you are now. Above the line 'life was great'. Below the line 'life was bad'. See the sample below:



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Getting to Know You Facilitation Tips

- Time is always a challenge so be sure to set the time expectation up front. Using the stopwatch/alarm clock on your phone can be helpful. Let members know how you will flag if they are running out of time.
- When people are sharing important details of their lives, you will need to be a little flexible with timing as you don't want to rush or interrupt as they describe a key event in their lives, that's why it's so important to set the time expectation up front.
- To set a high bar for vulnerability right at the beginning, we recommend that the group facilitator goes first. This will role model being candid as well as respecting the time limit

Getting to Know You Debrief Tips

- Encourage curiosity and questions from the group. Take the lead by asking questions.
 - Ask the group what they noticed or learned about their group members. What stood out? What did the group have in common? What surprised them?
- Encourage members to take notes on each group member for future follow-up conversations

PLAYBOOK: SESSION ONE

Session Length: 75 – 90 minutes

10 minutes, Welcome

- Leader welcomes group and shares vision/purpose.
- Group members briefly introduce themselves.

5 minutes, Overview Experience

- Discuss expectations around confidentiality and commitment.
- Circulate confidentiality agreement.

40-60 minutes, Introductions

- Individual introductions (10 minutes per person), select one of the “getting to know you” exercises suggested in this chapter.
- Encourage group members to ask questions to learn more about the individual.
- Debrief the exercise by exploring the common areas within the group. How has this exercise shifted the energy in the group? Was anyone skeptical about doing this at first? How have your feelings changes (if at all)? How might we use an exercise like this with our teams?

5 minutes, Next Meeting

- Confirm next meeting location, timing, and details.
- Discuss any pre-reading that may be required.