**P2PAdvantage**

**Training**

**Structure vs. Non-Structure**

The no structure group also was seeking some kind of structure

 Structure benefits all

 Structure ensures each meeting will be worthwhile

This structure has strategies built into it, strategies that might not be adopted or thought of if left to emerge on their own in each group. Without these strategies the group may not achieve group status.

**Group Dynamics/Evolution**

Grip

 Finding one’s place in the group

 Gripe

A sense of security where members feel free to express ideas and expectations which may create conflicts

 Group

Members now appreciate one another, have open communications, and work well as a group. There is an atmosphere of trust because members have successfully taken risks, disclosing information about themselves, and feel safe and supported in doing so.

**Group Experience**

Each member takes responsibility for their own experience.

If a member is not satisfied with the process, they will be responsible for speaking up, being proactive about changing the situation or working through any issues within the group.

**Confidentiality**

Nothing discussed with outsiders – no pillow talk

 Confidentiality is absolute, in all ways and forever

 Group business discussed outside meeting is only in private

 Suspected breach needs to be reported

 Accidental breach requires immediate attention

 Deliberate breach will result in dismissal

 Rules must stand regardless of promise

**Commitment**

100% attendance is the norm and expected

 Greater experience data is important

 Greater good of the group

 You want it when you need it so give it when others need it

**Communication**

Listening

 Accept the Presenter

 Ask question carefully

 Respond from Experience

 Language Protocol

**Constitution**

Mission

 Fiscal Year

 Rules/Norms/Policies/Regulations

 Meeting Frequency/Format or Agenda

Punctuality

 Attendance

 Confidentiality

 No solicitation

Group Size

New Members

Member Resigning

 Roles

 Moderator – Term, Description of duty

 Back Up Moderator – Term, Description of duty

 Secretary – Term, Description of duty

 Timekeeper – Term, Description of duty

 Speech Monitor – Term, Description of duty

 Others

 Language Protocol

 When and how it will be used

 Presentation Format

 Responsibility for Experience

 Food/Drink

 Cell phones

 Group Communications

 Emergency Meetings

**Agenda**

Allow 3 to 4 hours per meeting

Social (Shared meal) 15 mins

 Opening/Confidentially Reminder/Agenda/ One word 15 mins

 Three Minute Updates 30 mins

 Best, Worst, Looking Forward To, Dreading

Break 15 mins

 Presentation 60 mins

 Housekeeping/Evaluation/Accountability 35 mins

 Adjourn/Closing 10 mins

**Presentation**

Communication starters

Presenter’s expectations

Presentation

Clarifying questions to presenter

3-minute silence (optional)

Experience sharing

Presenter asks clarifying questions

**Odds & Ends**

 Discuss next meeting time / location

 Last minute thoughts