

CREATING COMMUNITY AGREEMENTS



Community Agreements



- **There are no stupid questions**
- **1,2,3, then me OR Move Up, Move Back**
- **Listen to Understand, not to respond: Active Listening**
- **Stay Present/participate/welcome the feelings**
- **Acknowledge the both/and. Contradictions can both be true!**
- **Honor our multiple identities**
- **Assume positive intent and take responsibility for Impact**
- **Confidentiality: stories belong to the story teller, the learning belongs to us**

Why We Use Community Agreements

Community agreements create a container for productive discussion and allow groups to collectively define shared expectations for communication, behavior, and community care within meeting or collaboration spaces. They are a set of mutual commitments that clarify what everyone needs from each other to build safety, trust, and openness.

Tips for Developing Community Agreements

- Establish the “why” of community agreements for your group
- Co-create agreements as a group
- Focus on the process rather than the product: Co-creating agreements is a generative and collaborative activity and helps build team culture.
- Offer a set of agreements to the group to get started and invite others to share their own



Move Up / Move Back (Make Space / Share Space)

- Be mindful of how much space you take up in conversations. If you tend to speak often, make space for others. If you tend to stay quiet, move up and share your voice.

1, 2, 3, Then Me

- Allow two or three people to share before speaking again to ensure balanced participation.

One Mic – Only One Person at a Time

- Listen respectfully when others are speaking. Avoid side conversations or interruptions.

W.A.I.T. – Why Am I Talking?

- Before speaking, consider your intention: Are you adding to the conversation, sharing a new perspective, or speaking just to prove a point?

Land the Plane

- Make your point concisely. Avoid long speeches so everyone has time to contribute.

Cookie Dough

- You don't have to wait for the "perfect" time or words to speak. Share your thoughts even if they're still forming — growth happens through dialogue.

Don't Yuck My Yum

- Respect others' interests, ideas, and experiences — even if they differ from your own.

Speak from Your Own Experience

- Use "I" statements to share your perspective and learn from the experiences of others.

Oops / Ouch

- We all make mistakes. If you say something that causes harm, acknowledge it with an "oops."
- If you feel hurt or offended by a comment, you can say "ouch" to express your feelings respectfully.

It's Okay to Disagree

- Disagreement is part of learning. Do so with care — without shaming, blaming, or attacking yourself or others.

Assume Good Intentions — and Acknowledge Impact

- Believe that everyone is doing their best, while still taking responsibility for the impact of your words and actions.

Confidentiality

- What's said here stays here; what's learned here leaves here. Protect personal stories while sharing lessons and insights.