

Establishing Ground Rules

Why have Ground Rules?

Ground rules are the guidelines for effective group interactions and can enhance the group's success rate. We even recommend posting them once they have been determined. This can be helpful when things get difficult. The ground rules can be updated or changed with the entire group's input at any time. Constantly reviewing them will help your process and assure that everyone is together in the group's mode of operation.

How can having Ground Rules really help?

If the members of the group have developed them, the ground rules will:

- ❖ Increase participation and group involvement
- ❖ Keep group discussions focused
- ❖ Clearly define performance and behavior expectations
- ❖ Determine how group members will treat each other
- ❖ Enhance meeting efficiency so the time is well spent
- ❖ Change behaviors towards more positive meetings



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What process should be used to establish Ground Rules?

- Give a good explanation of ground rules and the benefits
- Give some examples to the group
- Gain agreement on having ground rules
- Brainstorm a list as a group
- Discuss these as necessary and attain agreement by everyone
- Post for all to see – and live by!

Sample Ground Rules

- ❑ Begin meetings on time.
- ❑ Although having fun at meetings is okay, this does not mean it should be at the sake of others (Personal put-downs are not okay).
- ❑ All questions are permitted.
- ❑ We will encourage each other for input and ideas.
- ❑ Conflict within our group is okay as long as we keep it focused on the work and work through it to a solution.
- ❑ We will use consensus decision making as often as possible.
- ❑ When someone feels or thinks things are not going well, he/she has the right and is encouraged to call it out so that we can discuss it as a group.
- ❑ We will use an agenda at each meeting.
- ❑ Although we may disagree in our meetings, we will leave our meetings speaking with one voice.

Once your group identifies the ground rules you want to live by, you should post them in your meeting space and review them periodically. Change them as necessary. For instance, if you find that as a group you just can't live with one of the rules, change or remove it. Also, you may find that you need to add to your ground rules from time to time.

How Would We Like to Work Together?

1.

2.

3.

4.

5.



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BARNGA: IDEAS ABOUT DIVERSITY SHOWN BY THIS EXERCISE

1. When you notice that a rule is being broken, you tend to blame it on others not knowing the rule.
2. If rules keep getting broken, you think the person is not honest.
3. Only later do you think that there might be a different set of rules.
4. What you expect the other players to do and your prejudice add a lot to your reaction to rule breaking.
5. The more similar two cultures are, the more surprise when you find out that there are differences.
6. It is easier to face other cultures when you have a partner, a member of your culture near you. Even when your partner switches over to some project, you are relieved to know that he or she is still around.
7. Cultural clash is increased when people have trouble talking to each other.
8. When there is a cultural clash, people often give up easily rather than fight for what they think is right.
9. Groups look for an outside referee when they can't communicate with each other.
10. People who communicate well usually get their way.
11. People become embarrassed and uncomfortable about having to communicate in ways that are not used to.
12. Time spent improving communication is never wasted. It is often more important than time spent on the job you have to do.



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BARNGA: DISCUSSION GUIDESHEET

1. How are BARNGA situations like real life? Have you had any similar real-life experiences?
2. Have you ever had any experiences where there was a “rule difference” you didn’t know about? How did your view of things change once you knew about the rule? Looking back, how could you have handled the situation differently?
3. Are there any similarities between the Tournament rules in BARNGA and real-life “movement rules?”
4. Choose a couple of these situations you describe in #3. What problems do these rules cause?
5. What does BARNGA suggest that you do when you are in similar situations in the real world? (Try to remember what you did during the game that “worked.”)



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Which adults do you admire? Choose one of these adults and write his or her name on the line. As you think about this person, answer the questions in the conversation bubbles (as you think he or she would answer them.) Then think about what you have learned from watching this person. Which of the qualities you noted in the bubbles do you feel *you* have?

ONE ADULT I ADMIRE IS: _____



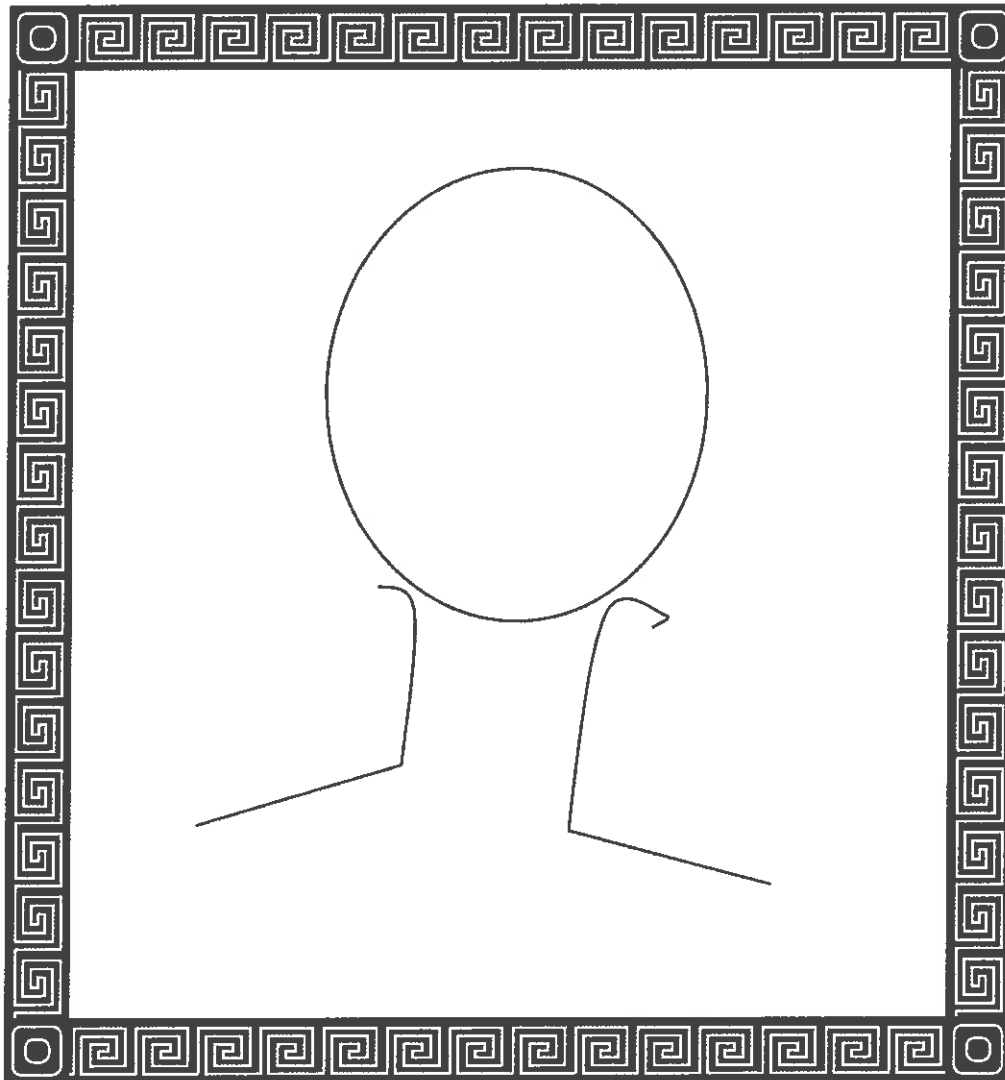
Role-Model Qualities I see in Myself:



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What makes a good leader?

Think of a leader in your home, school, neighborhood, or community. Who has qualities you admire. What do you admire about that person? Write his or her name in the space provided. List the qualities and skills that make the person a good leader inside the painting. Do you think of yourself as a good leader? Why or why not?



Name: _____



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WHAT MAKES ME A LEADER?

People of all ages have important and unique leadership qualities to contribute to their families, neighborhoods, organizations, and communities. The words below are characteristics that can make people good leaders. Circle the words that you think describe you (circle as many words as you want). Then, if possible, find a partner who is at least 10 years older or younger than you. Talk with your partner about the words you each circled and discuss the questions below.

Imaginative

Moral

Entrepreneurial

Humble

Energizing

HONEST

Serious

Proud

Loyal

Feisty

Calming

Intelligent

Outgoing

Responsible

Young At Heart

Friendly

Shy

Experienced

Critical

Free Spirited

DIRECT

Considerate

Decisive

Naïve

Persistent

Outrageous

Caring

ACTIVE

Creative

Musical

Independent

Curious

DETERMINED

Responsive

HARDWORKING

GOAL ORIENTED

Dependable

Entertaining

Patient

Funky

-
- Were you surprised by any words on this list? Which ones?
 - Are there words that should be added to this list? What are they?
 - Do adults and youth generally have different leadership qualities, or are differences personal rather than based on age?
 - Do all of the characteristics you circled seem like leadership qualities? Why, Why not?
- Do you think you have what it takes to be a good leader? Why, why not? If not, what can you do to strengthen your abilities? Do you want to strengthen them? Why, Why not?



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Myth 1: Leaders are good. False.

Myth 2: Leadership is a rare ability. Given the fact that there are leaders everywhere, it's not as rare an ability as one might think. Without leaders inspiring people to accomplish common, shared goals, little would get done in this world. In our project team, every person who participated is an acknowledged leader within his or her company, industry or community.

Myth 3: The person with the highest title is the leader. Real leaders are acknowledged by their peers, supervisors and subordinates. It's not a matter of position within an organization. It's a matter of who has the best skills, knowledge and resources to enable the team to achieve a common, shared goal.

Myth 4: Leaders only give orders. While a leader may occasionally have to give an order or make a decision in a vacuum, the best leaders inspire rather than order. They do this by building relationships, which allows them to identify the strengths and weaknesses of the contributors in their organization. They then use this knowledge to position each contributor to succeed, while the group, as a whole, reaches its goal.

Myth 5: Leaders are extroverts. Leaders aren't all extroverts. There are actually highly successful leaders who are introverts. The strength of those personal connections, she was able to procure wonderful endorsements for our product within a very short period of time.

Myth 6: Leaders command a following. Real leaders recognize that people aren't waiting eagerly for their next command. There are times when project plans conflict with other events, and key people you had planned on participating will not be able to, and there's nothing you can do about it.

Myth 7: Followers exist to support a leader. The best form of leadership is servant leadership. The accomplishments of a team of inspired contributors will always outstrip the accomplishments of teams that are not personally invested in either the goal or their commitment to a leader. When leaders focus on serving the members of their team, treating them as individuals rather than a group, relationships form that are based on loyalty, trust, and respect. It's those relationships that inspire people to "go the extra mile" when a project gets tough because their heart is invested in it, not just their head.

Myth 8: Leaders are chosen by other people. The common perception is that leaders are only leaders because other people chose them. But in fact, leaders have to first acknowledge the desire to lead. If you don't put yourself out there as a prospective leader, people just aren't going to appoint you as one. Once you step out and offer yourself, people will confirm or deny your leadership. People don't choose leaders. They acknowledge them.



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Here's that gorgeous extract from a Nelson Mandela speech, written by Marianne Williamson:

"Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light not our darkness that most frightens us. We ask ourselves, who am I to be brilliant, gorgeous, talented and fabulous? Actually, who are you not to be?"

You are a child of God. Your playing small doesn't serve the world. There's nothing enlightened about shrinking so that other people won't feel insecure around you. We were born to make manifest the glory of God that is within us. It's not just in some of us; it's in everyone. And as we let our own light shine, we unconsciously give other people permission to do the same. As we are liberated from our own fear, our presence automatically liberates others."



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Day _____

Head: your best leadership quality

Belly: questions

Left arm: hardest activity and why

Right arm: favorite activity and why

Left leg: something you learned today

Right leg: something you're passionate about



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Day _____

Head: your best leadership quality

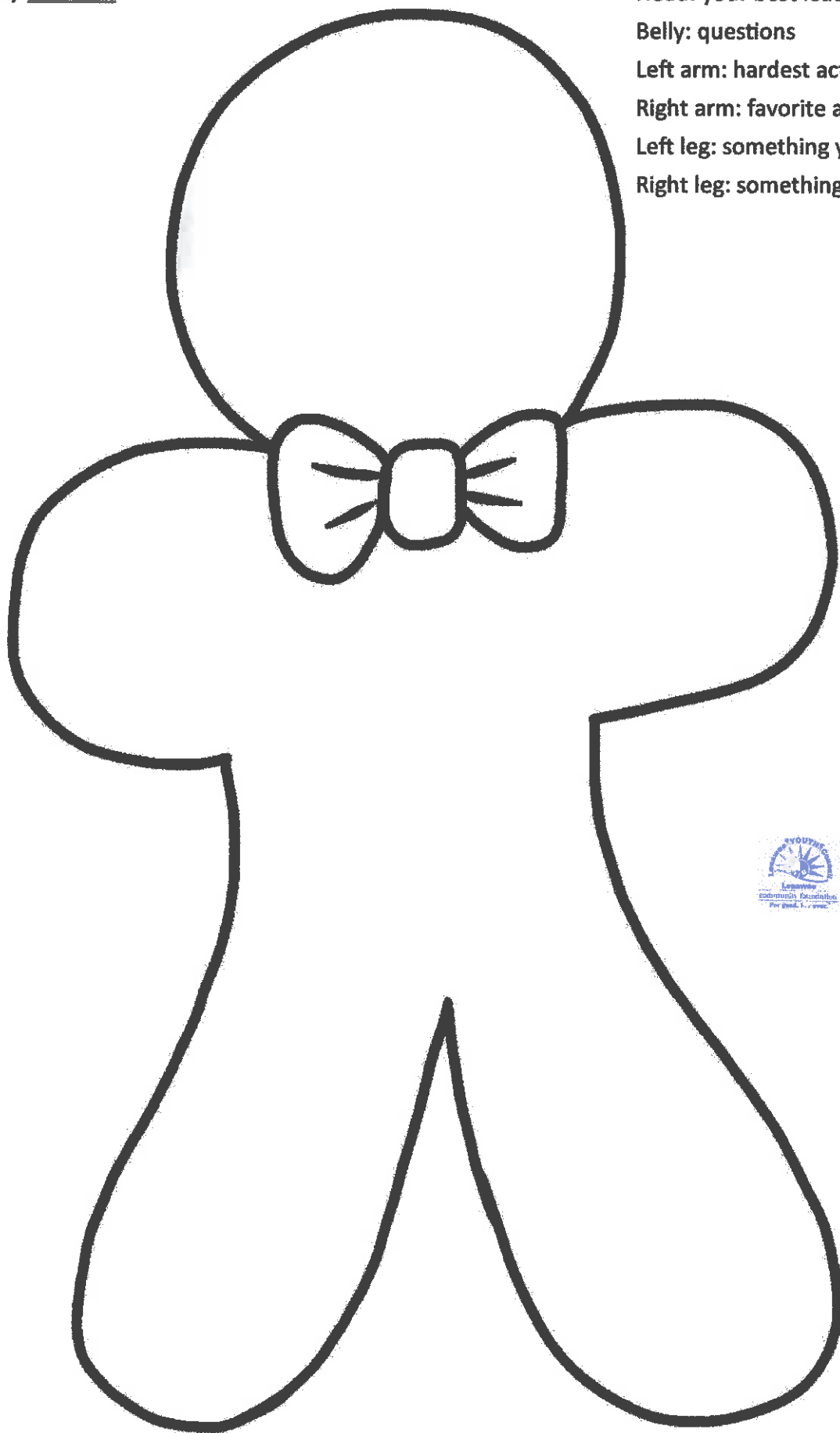
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