

DMV Planet Pod Guidelines

Guidelines for interaction within the pod

1. Be respectful. Everyone in the pod comes with a different perspective. Remember that your lived experience may be vastly different than other pod members, and speak only from your perspective.
2. Intrapod conversations will remain confidential. This will be a safe space to share stories and experiences while working toward the common goal of improving our workplace.
3. Be willing to learn and grow. No one will be correct all the time. Our pod comes together with the goal of creating a more equitable, welcoming workplace, which takes a commitment to self-reflection and learning.
4. Practice “step up, step back” to support balanced sharing of perspectives. This means people who are very comfortable sharing keep an eye on their level of participation so as not to take up a disproportionate amount of space, and people who tend to participate less consider sharing their thoughts more than they might by default.
5. Be a productive member of the pod. Listen actively to what others are saying and be mindful of body language.
6. Disagreements are likely and pod members should be able to challenge ideas. However, challenging each other's ideas should remain focused on problem solving, and not invalidate someone's experiences or include any personal attacks.

Making Decisions Within the Pod

Based on the situation at hand, the pod will decide if there needs to be a consensus or if a simple majority will decide a disagreement. The pod will not submit a deliverable that one or more pod members are uncomfortable with.

Pod Member Roles and Responsibilities

1. Pod members will complete readings and watch interviews to prepare for completing the session deliverables as a group.
2. As pod leader, Sarah is responsible for establishing meetings, submitting deliverables, communicating with the URGE leaders, and keeping the pod moving through the curriculum.
3. Given that there are 7 sessions left, and 7 members of the pod, each pod member will take a turn leading the discussion/drafting the deliverable for one session, and being the note-taker for one session.
4. At least two pod members will be present during meetings with management.