1. NAGT TWP Pod Ground Rules

1. Listen actively -- respect others when they are talking.
2. Speak from your own experience instead of generalizing ("I" instead of "they," "we," "you").
3. Do not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas and problems rather than people.
4. Participate to the fullest of your ability -- community growth depends on the inclusion of every individual voice.
5. Instead of invalidating somebody else's story with your own spin on their experience, share your own story and experience.
6. The goal is not to always agree -- it is to gain a deeper understanding.
7. Be conscious of body language and nonverbal responses -- they can be as disrespectful as words (even over Zoom!)
8. Assume everyone's good intentions but also acknowledge the impact of saying something that hurts someone else, even if it is unintended.
9. Maintain confidentiality. All stories shared in this space stay in this space unless explicit permission is given by the person sharing the story that it can be shared in another setting.
10. Accept that there may not be closure and that there may be discomfort. We should not let our discomfort take away from the discussion at hand.
11. Do not ask anyone to be the spokesperson for their entire group.

2. Making decisions as a group

We will make decisions by consensus, since this is typically how Traveling Workshops are run. However, we may revisit this as URGE progresses.

3. Pod member roles and responsibilities

1. Catherine will be the pod leader and will be responsible for uploading deliverables and emailing information to the pod members.
2. We will use the Google Drive folder to share materials and collaborate.
3. The meeting schedule, meeting leader, attendance, and notes are in the URGE-Scheduling-helper spreadsheet. Meeting leadership will be shared as equitably as possible.
4. Each session leader will be responsible for suggesting any supplemental readings (be mindful of everyone's time, though) and will prepare draft deliverables to ensure our meetings are efficient. They will also moderate the discussion for that meeting. Note- and attendance-taking can be delegated as needed.
5. Attendance at pod meetings is not mandatory, but you should strive to attend at least half. If you do not have the bandwidth for that commitment, you should withdraw from the TWP pod. There will be other ways to discuss JEDI concepts and actions for the

TWP.
6. Organization leadership is a little bit ambiguous for us, but may be simply Catherine (chair of the TWP Management Team) and the various members of the TWP Management team. If it is appropriate, we might invite Anne Egger (NAGT Executive Director) and/or Jen Wenner (NAGT President), or someone from the NAGT Professional Development Committee.