

Lean for Social Good Unconference - December 7, 2021

Community Agreement

Purpose

Please join us in nurturing a welcoming, inclusive, and positive space for all.

In context of our Open Space events, Lean Portland invites and encourages each participant to contribute and agree on a set of shared practices to guide our conversations and interactions with each other.

Our goal is to create an open and inclusive space so that every individual has the ability to:

1. *Safely and fully participate in program activities*
2. *Safely engage with other participants, valuing our unique backgrounds and lived experiences*

These events are a harassment-free experience for everyone, regardless of age, body size, visible or invisible disability, ethnicity, sex characteristics, gender identity and expression, level of experience, education, socio-economic status, nationality, personal appearance, race, caste, color, religion, or sexual identity and orientation.

This is a living agreement to be self-managed by event hosts and participants throughout the duration of the event.

Facilitation and Responsibilities

- The role of the event hosts is to be actively moderating event spaces. Event hosts are responsible for clarifying and facilitating practices of acceptable behavior and are expected to take appropriate and fair corrective action in response to any behavior that they deem inappropriate, threatening, offensive, or harmful.
- Event hosts have the right and responsibility to remove, edit, or reject comments and other contributions to event material that are not aligned to this Community Agreement, and will communicate reasons for moderation decisions when appropriate.
- Consequences of harassment or unacceptable behavior - unacceptable behavior from any participant will not be tolerated.
 - Anyone asked to stop unacceptable behavior is expected to comply immediately.
 - If a participant engages in unacceptable behavior, we may take any action deemed appropriate, up to and including a temporary ban or permanent expulsion from the event and future events without warning.
 - If you are subject to or witness unacceptable behavior, or have any other concerns,

please notify us as soon as possible by emailing leanportland@gmail.com ..

The Prompt

Think about your experience in other group gatherings. What behaviors or practices enabled you to have equitable opportunity to contribute, to be seen, and to be heard?

Review the guidelines, *Our Shared Practices*, below.

- **What resonates?** Comment and/or highlight what feels affirming or what feels prickly.
 - **What's missing for you?** Add a comment with your thoughts.
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Our Shared Practices

Overview

Examples of behavior that contributes to a positive environment for our event community include:

- Demonstrating empathy and kindness toward other people
- Being respectful of differing opinions, viewpoints, and experiences
- Using inclusive language and respecting chosen language
- Accepting responsibility and apologizing to those affected by our mistakes
- Focusing on what is best not just for us as individuals, but for the overall event community

Examples of unacceptable behavior include:

- The use of sexualized language or imagery, and sexual attention or advances of any kind
- Trolling, insulting or derogatory comments, and personal or political attacks
- Public or private harassment
- Publishing others' private information, such as a physical or email address, without their explicit permission

Language Matters (adapted from [UC Santa Cruz Student Union Assembly Community Agreement](#))

We use language to understand each other, and using language thoughtfully both assists understanding and makes the space more welcoming to everyone.

1. **Use appropriate gender pronouns as stated.** In this space we will not make assumptions about how people identify or what pronouns they use, but rather allow people to let us know themselves and then respect that.
2. **Use Inclusive and Respectful Language.** We use inclusive language not because we're politically correct, but because it's accurate, fair, respectful and necessary. Inclusive language simply means language that avoids marginalizing people who are already

marginalized. It is language that is accessible and meaningful to a wide audience.

For example, default to using gender-neutral salutations, such as, “Hi all” or “Hi folks” or “You all” or “Hey Everyone,” not, “you guys” or “hey ladies.”

3. **Use of Jargon.** Be mindful of the use of jargon. Attempt to speak plainly to foster inclusivity.
4. **Respect Chosen Language.** Respect and use the language that people use to describe themselves and avoid making assumptions with respect to language. For example, although some people prefer “people first” language, this is not universal for all people or even all people within a group (e.g. consider “person who uses a wheelchair” or “people living with disabilities.” If in doubt, ask the person or group how they choose to identify. For more, see
 - [Guidelines for Writing About People with Disabilities](#) by the ADA National Network
 - [Disability-Inclusive Language Guidelines](#) by the UN Office at Geneva
5. **Not all communication is through verbal language.** Be aware of body language and strive to be respectful.

Privacy

- **Confidentiality.** Unless explicitly stated via licensing or opt-in methods, the distribution and sharing of original work or assets are confidential to this event only.
- **Take away stories and wisdom, not names.** If someone shares an experience that gives you perspective, take it with you and lift it up, but be sure to respect the privacy and feelings of the person who shared.

Other Practices

- **Allow for grace.** Everyone stumbles over their words sometimes, we want everyone to speak without fear of judgment.
- **Allow for uncertainty and messiness.** It is okay to not know, to be confident and doubtful. Keep in mind this gathering is a unique experience that has never taken place before.
- **Expect unfinished business.** There are many instances that bring up in-depth conversations that won’t be finished in the amount of time allotted. We encourage creating opportunities to continue these conversations at another time.
- **Generalizing/Representing Communities.** Keep in mind that our own expressions of our own lived experiences within certain communities does not mean we speak for the whole community (e.g. “X person’s experience as a queer-identifying individual at this organization does not represent all queer-identifying people at that organization.”)
- **One Mic, One Speaker.** We agree to one voice at a time, to respect the speaker without

interruptions.

- **Pass.** It's okay to pass.
- **Seek first to understand.** Lead with curiosity and the intent to understand rather than an intent to reply or state your point of view. *Related:* Ask first or pause for three seconds before explaining, giving or offering a solution.
- **Take care of yourself.** There might be times during this space when issues come up for you. Be sure to take a moment when you need it.
- **Take space, make space.** We want everyone to contribute and speak up when they have something to share. Be mindful of the impact you are having on others' ability to contribute. This can mean letting others speak even when there's more that you want to say.
- **Trust intent, name impact.** We recognize that intent is different from impact. Even if we didn't mean to offend, it doesn't mean we didn't offend.
- **Use "I" statements.** Share your experiences and your perspectives, but don't assume that others feel the same way. *Related:* Talk to each other not about or at each other.
- **Oops! Ouch! Or ELMO.** Not everyone will come to this space with the same level of knowledge and experience. If you accidentally use a harmful term or make a harmful statement, take responsibility. Example: if you have said something that was found hurtful, say "Oops!" and do your best to apologize and avoid it in the future. Don't be overdramatic in your apology or overcompensate and make a big deal about it. Hold yourself accountable for your actions and respect requests to "ELMO" - *Enough, Let's Move On.* *Related - Educate/Call in:* If someone makes a statement that you find hurtful, say "Ouch!" and explain (or ask someone else to explain) why the statement was hurtful and what a better alternative would be in the future. This creates an opportunity for understanding. We will learn from one another, we each bring our knowledge and experiences to the gathering.
- **Calling people in, not out.** If someone says a hurtful statement that makes you feel uncomfortable or unsafe, you may choose to address it at a later point. In some circumstances, it may be best not to address a particular instance in front of everyone, this may lead to perceived public shaming.
- **Value, Embrace difference.** A different or meandering path doesn't mean it's of less value than the well-trodden or most visible path. We each come to this space with unique lived experiences. We celebrate our differences and hold each of our paths forward as equally valuable.

Open Space Principles - A new way to dialogue

For reflection, via [Future of Work](#) and [Open Space Technology](#).

The Five Principles

Whoever comes are the right people.

Wherever it happens is the right place.

Whatever happens is the only thing that could have.

Whenever it starts is the right time.

Whenever it's over, it's over.

The Law of Mobility

If you find yourself where you can't learn or contribute, move yourself to a place where you can.

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