

**Developing Norms With a Group That**

**Is Already Established**

(About 35 minutes)

**Overview (2 minutes)** Facilitator explains to that the group that every group or team has “Norms”, which are those patterns of behavior, or “unspoken agreements” that operate within the group. In all groups, there are Norms that enable the group to be effective, and Norms that limit the group from functioning at its optimal level. The facilitator might provide an example of a positive unspoken norm that exists in the group. The facilitator then explains that the group is going to engage in a process to identify those norms of behavior that currently operate within the group, and those to which the group could collectively commit to continue to strengthen their collaboration.

**Microlab to Explore Essential Questions** **(15 minutes):** Use the [Microlab Protocol\*](http://schoolreforminitiative.org/doc/microlabs.pdf) to explore the following 3 questions:

1. What are the norms that currently operate within our group that allow our group to be effective?

2. What are the norms that currently operate within our group that limit our group from being even more effective?

3. What new norms could we adopt to continue to strengthen our effective collaboration?

\* Consider adapting the protocol to give 1.5 minutes for journaling, and 1 minute for each person to share in each round. The facilitator may also want to be thoughtful about the triads.

**Making Existing Norms Visible & Creating New Norms (8-12 minutes)**

* Ask each person to write on a sticky note a Norm that they feel the group currently upholds that helps the group to be effective.
* Ask a member of the group to facilitate the share out, where each person shares their sticky. The share-out facilitator groups the sticky notes by theme. After everyone has shared their sticky, ask if there is any other Norm the group would like to add.
* Ask each person to write on a sticky note one Norm that the group currently upholds that limits the group from being even more effective, and then underneath it propose a new, positive, Norm that the group could adopt to address that (e.g. if existing Norm is that it is okay to show up late, the new Norm may be “honor start and end time”).
* The share-out facilitator again asks each person to share out their sticky, and groups the sticky notes by theme. After everyone has shared their sticky, ask if there is any other Norm the group would like to add.
* The group, led by the share-out facilitator, turns themes into a list of Norms.

**Checking in for Group Consensus: (3 minutes)**

* When the group Norms have been written, the facilitator asks “**Can we all live with these?”**
* If the group is in agreement, the facilitator reminds the group that the Norms are a living document, and that the group will revisit them regularly and evolve them to meet the needs of the group.
* If the group is not in agreement, that facilitator lead a conversation to help the group negotiate until they have come to consensus.