

SAMPLE CONTRACT FOR WORKSHOP GROUNDRULES

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Below is an example of groundrules for a workshop on team effectiveness, to be discussed and signed by each participant at the beginning of the workshop:

We the undersigned pledge to honour the following groundrules in our work together in this workshop on team building:

1. We are all here to learn more about how to be effective together as a team, and we will each work to create an environment conducive to learning.
2. We want a constructive and useful outcome to this workshop and will work together to achieve that.
3. We will each accord respect to the experiences, needs, and priorities of each participant and expect respect in return.
4. We will do our best to be honest and forthcoming in our participation.
5. We will do our best to avoid using derogatory or judgmental language when commenting on the contribution of another participant.
6. We will do our best to avoid using humour (especially sarcasm) in a manner that belittles another participant.
7. We will express any issues or concerns we have about the workshop content or process to the group rather than keeping silent or only talking to others on breaks.
8. We will treat the personal feelings expressed by others in the workshop in confidence.
9. We will be conscientious in practicing each of the key team skills as requested in the workshop.
10. We will take responsibility for signalling to each other if and when we believe that we are behaving in ways that are not consistent with these groundrules.
11. We will honor any action commitments that we make in the workshop.

Signed: _____

Date: _____