

Team Communication Commitments

1. Check in with each other regularly.
2. Assume good intent.
3. Seek to clarify intentions and information before we proceed.
4. Work through challenging conversations in a timely way (don't let matters fester).
5. Have difficult conversations in person or on the phone, not email.
6. Always be willing to have the conversation. We can figure out the logistics of how and when but we always need to be willing to talk.
7. Acknowledge, respectfully engage, resolve or decide the matter, act, and have accountability.
8. If we ever feel like a difficult issue was not handled (or handled well), we are responsible for bringing that back to the person or group.