## Collective Meeting Methods and Skills

Make the best use of your limited time together and use participative and conversational methods. Keep it social.



## Co-operative Values and Principles

Millions of very different co-operatives refer to the globally agreed Co-operative Values and Principles as a basis for their organisation. The V and P's are all about member behaviours and relationships.

#### Understanding Team Roles

Everyone has different skills and weaknesses in a group. Team role assessment exercises are fun and illuminating and uncover gaps in the team.



#### **Facilitation Skills**

Facilitators coordinate activity in meetings, decision-making, group activities and encourage progress as 'servant leaders'. No facilitation is a recipe for frustration. Everyone can take their turn to learn and understand facilitation.

# How to make decisions in a co-operative

Bob Cannell,
Co-operative Business
Consultants

## Co-operative Team Working

What does it mean to work in a team as equals? How does work need to be organised? Using the power of collective effort and support. Sharing success and failure.

#### Decision Making Methods

Consensus? Consensual? Majority Voting? Subsidiarity? Action and review? A trusting group can be flexible and decide what to use and when, but they need to know the options.

## Non-Violent Communication Skills

How to talk with colleagues without causing unnecessary negative reactions Avoiding frustrating misunderstandings that use up valuable co-op time, and enjoy being assertive and confident.

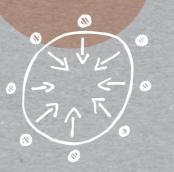


## Communication Methods

As close to conversational as possible. That's the most effective and most popular style. How to achieve it in your various situations and when to use other styles. Members choose from the available options.

#### **Go Rounds**

Regular opportunities for everyone to state in the group, and be heard by everyone else, how they feel about the project and their involvement. A crucial check up.



## Conflict and Disagreement Resolution

Simmering conflict destroys co-ops.
Resolved conflict is good for the co-op and empowering for its members. There are many methods to choose from and, again, members need to know the options.



#### Behaviours Agreement

Talk about, agree and write down your expectations of each other (and yourself). Taking part, taking responsibility, learning and developing, respectful communication, working for the good of the group are examples.

#### **Social Glue**

We learn to empathise with each other when we socialise together, respecting colleague's varied interests and taking part with good heart. Regular social activity makes good co-ops. But it has to be inclusive.



By taking these initial steps and continuing with them alongside your operations, your co-op will get up and running faster, deliver benefits earlier, avoid disabling disputes and be sustainable and enjoyable! Unlike normal enterprises, in a co-operative, people come first.