

Energy Future Working Group Meeting #1

Paired Interview: Best Practices

Self-Manage: Pick a partner ... someone you don't know well.

Steps:

1. Interview your partner using the interview guide below.
2. Conduct one complete interview and then switch roles – 5 minutes per interview

Tips:

- Be a generous listener, focusing on your partner's responses and refraining from interjecting your own
 - Capture in writing some of the key words and phrases used in the story.
 - Allow time for reflection and silence. Some people will take time to think about their answers.
1. Tell me about yourself. Where do you live and work or study? What is your favorite pastime?
 2. Peak Experience. Think about an experience you've had when a diverse group worked really well together. Meetings were productive and people were respectful of different views but still focused on achieving their purpose. It may have been when you served on a community working group like this one, or it may have been at work, school, or in an organization where you serve as a volunteer.

Reflecting back on that experience, what were the core conditions that made the group productive? Think about how people contributed, how they handled disagreements, what preparation they did for meetings, their follow through, how the meetings were run, timing, etc.

What lessons from that experience should we embrace for this Community Working Group?

Switch roles – the interviewer becomes the interviewee using the same questions listed above.

Energy Future Working Group Meeting #1

Paired Activity: Working Group Commitments

With the same partner

Now, imagine **together** that it is the end of the process, and you are together to debrief our experience. As you reflect on what you most appreciated, you discover that you are both quite proud of the WG's work and how the group operated. Looking back from at the start of the process, what specific commitments or practices helped WG members work so well together?

In particular, what did WG do to be:

- Inclusive, open to different views
- Accountable to each other and their charter
- Productive
- Respectful of each other and the process
- Focused on the community's best interest

How did the group handle communications outside of the WG meetings? How did they handle situations where WG members did not comply with the agreed upon charter?

What did the Project Team do?

What did the facilitator do?

Thinking about the best practices identified in your interview and the ideas you just recorded, pick up to 5 commitments that you both feel are most important to making the WG operate at its best.

- Write each one on a separate sticky note using a sharpie
- Post each one on the wall, where it best fits