When leading this discussion, consider sharing an example to help the team start their list. You can continue adding to this list.

Team norm examples:

1. Listen to understand, not to respond
2. An agenda will be shared before a meeting
3. Treat one another with kindness and respect
4. Provided feedback may not always be positive
5. Communication will be open and transparent
6. Avoid the use of cell phones during meetings
7. Practice self-care as needed
8. It is okay to have disagreements around ideas to find solutions
9. Use active listening skills when engaging with team members
10. Address conflicts promptly
11. Ask questions of one another
12. Wait until someone is done speaking before responding
13. We share accountability for overall team performance
14. Honor your commitment to your tasks and the team
15. If a team norm is not being met, notice, and name it with compassion