

## **CIRCLES CHARTER**

Its important to be clear about the business and workings of a circle of friends – at least to the person for whom it is being convened and also for the person who is facilitating. Sometimes this might even mean putting something format together (like what we include below). Sometimes this is not clear from day 1, it evolves as you get used to being together.

So here’s some things to keep in mind and a sample of what a circle charter might look like;

<b>Mission:</b> <i>What’s the business of the circle of support</i>	
<b>Values:</b> <i>What’s important about the way we work together</i>	
<b>Life Span:</b> <i>How long will we work together</i>	
<b>Membership:</b> <i>Who will be part of the circle</i>	
<b>Obligations:</b> <i>What is expected of each member</i>	
<b>Supports:</b> <i>What the circle needs in order to succeed</i>	
<b>Governance:</b> <i>How the circle is to function / manage / govern it’s affairs</i>	

## April 20XX - **CIRCLE CHARTER** – xxxxxxxx

<p><b>Mission:</b> <i>The business of the circle is to</i></p>	<p><b>Support xxxxxxxxx rising to meet the challenge of taking charge of her own life and making her mark in the community she comes from and in her own home.</b></p>
<p><b>Values:</b> <i>What's important about the way we work together</i></p>	<p><b>Confidentiality</b> -What we talk about is our business and nobody else's</p> <p><b>Patience</b> - We listen to xxxxxxxxxa when she wants to talk about an aspect of her life that's important to her</p> <p><b>Never give up</b> - We will support each other when we feel unsure about the business of the circle</p> <p><b>Sensitive</b> - We will be honest about how we feel about ourselves, encourage each other in a positive way, and be supportive when others speak about themselves</p> <p><b>Listening</b> - We will hear what everyone has to say, we will sometimes disagree, we will not judge each other</p> <p><b>Who's in charge</b> - There will be one voice at the end of each time we meet, xxxxxxxxx will have the last word</p> <p><b>Going Dutch</b> – We will all pull our weight and do our very best to make sure that when we meet we have an enjoyable time and look forward to the next time</p> <p><b>No pressure</b> – Just because we are there doesn't mean we are more special than other friends; we are only there because that's what we can do</p>
<p><b>Life Span:</b> <i>How long will we work together</i></p>	<p><b>1 year</b> – to Apr 2015, meet once a month, for a casual, fun evening sharing food &amp; drink, in the different households of the circle members for the first 6 months, staying very focused on the task at hand, and usually on the final Tuesday of the month at 7pm for about 90 minutes</p>
<p><b>Membership:</b> <i>Who will be part of the circle</i></p>	<p><b>xxxxxxx</b> – the circle leader</p> <ul style="list-style-type: none"> <li>- Mary, john (Apr 2014) - members</li> <li>- Others to be invited</li> <li>- Willie – Circle Mentor</li> </ul>
<p><b>Obligations:</b> <i>What is expected of each member</i></p>	<p><b>xxxxx</b> –Be honest about what's working and not working for her in her life and act as hostess for some of the meeting</p> <p><b>Members</b> – Be honest and sensitive in their support, don't leave suggestions hanging in mid air and follow through on what they commit to</p> <p><b>Mentor</b> – Keep the talk on track, support the circle in it's work, be available to all the members between meets, and ask hard questions</p>
<p><b>Resources:</b> <i>What the circle needs in order to succeed</i></p>	<p><b>Circle Mentor</b> – Helps xxxxxxxxx get the group together</p> <p><b>Professional Support</b> - As required, e.g. diet, health, fitness, professionals, etc.</p> <p><b>Supervision</b> – Circles mentor supported by professional supervision</p>

	<p><b>Logistics</b> – Members to check in with xxxxxxxx about the meeting and any other work Clan Beo is doing</p> <p><b>Follow through</b> – Members check with each other or Willie if unsure about anything</p> <p><b>Funding</b> – The responsibility of the circle supported by Clan Beo</p>
<p><b>Governance:</b> How circle governs it's affairs</p>	<p><b>The buck stops with xxxxxxxx</b> – Supported by her circle</p> <p><b>COS Process</b> - 6 months review by the circle (Circle, Support, Mission progress)</p>