



THE ART OF CONVENING™ Purpose in Action

THE ART OF CONVENING TRAINING

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Welcome to The Art of Convening™ Training The 9 Aspects of Convening

Bringing authentic engagement to meetings, gatherings and conversations is an essential leadership skill that creates connection and positive transformation to our companies, organizations, communities, families and friendships in three key ways:

- *focus on the heart of the matter:*
 - *your purpose; the purpose of your engagement*
- *build trust and inclusion*
- *create committed, aligned action.*



THE ART OF CONVENING™

Purpose in Action

Facilitation is “the process of making something easy or easier.” Convening is “the art and science of gathering and holding people, in a safe and generative space, for the sake of authentic engagement each time we invite people together, whether virtually or in person.” -Craig Neal

OVERVIEW

Our goal is to help you create authentic engagements that produce maximum innovation and creativity while delivering the highest potential of the group. Much of the focus of *The Art of Convening*, the practice we developed for holding authentic meetings, is about preparing ourselves internally for a gathering, which leads to how we interact with others in our gatherings, and how we observe and shepherd the interactions of participants with each other.

FORMAT

Each 2.0 hour session builds upon the last, combining guided teaching based on Session Themes, practices and collaborative learning. The format is based on exploring and applying the nine Aspects of the Convening Wheel, a practical road map to navigate and activate convening as a core leadership competency, from CPL’s book, *The Art of Convening: Authentic Engagement in Meetings, Gatherings, and Conversations*.

THE TRAINING AT A GLANCE

This course is organized into

- Seven sessions
- One 1:1 coaching call with a CPL leader.

Each session has preparatory and follow-up assignments with experiential exercises and individual reading, journaling and reflection.

- Homework/Preparation includes readings and journaling questions.
- Follow-up assignments may include:
 - Reflection-Action worksheet
 - Partner Engagement (if applicable to your group).

Time investment: on average, participants spend between four to six hours between sessions.

SAMPLE SESSION DESIGN

All sessions are a blend of group interaction and teaching. Sessions will generally follow the design below.

- Welcome/gathering around the campfire
- Transition exercise: Poetry/Quote/Reading
- Opening the Circle: Group check-in/“Stringing the Beads”

- Session Themes
 - Shining the Light on an Essential Convening Practice
 - “Wisdom Circle” breakouts
 - Case Study Presentations (Session 5, 6, 7)
 - Community Circle: Group reflections/comments/insights
 - Closing the Circle: Group check-out
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The Calling

Convening calls you to your purpose in relationship with others and in service to a greater good. We approach one another in this learning community of engagement knowing the collective wisdom and experience will add greatly to our ability to manifest our personal and professional vision.

What you can expect to get out of this Training

Learning: You will be part of a collaborative learning community of other professionals dedicated to supporting your work in the world sharing best practices and practical learnings.

Knowledge and Practice: You will gain a solid foundation in convening principles & practices required to become a confident Convener both virtually and in-person.

You will have a clear understanding how to apply the nine Aspects of the Convening Wheel as a practical pathway to bring authentic engagement to the meetings, gatherings and conversations you lead.

Integration: You will have a greater sense of how to integrate your life’s purpose with your role as leader/Convener and inspired catalyst for change in your life and work.

Influence: You will increase your capacity to step out into the world in a more powerful way to inspire maximum creativity, innovation and engagement.



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Purpose in Action

SYLLABUS

SESSION 1

Themes: Chapter 1- *At the Heart of the Matter* | Chapter 2- *Clarifying Intent*

- Building the foundation, creating the container and community
- Exploring the Convener's calling and purpose

Chapter 1- *At the Heart of the Matter*: Who I am in relationship with others
Chapter 2- *Clarifying Intent*: The alignment of our intention with the purpose of our engagement

SESSION 2

Themes: Chapter 3- *The Invitation* | Chapter 4- *Setting Context*

Chapter 3- *The Invitation*: A sincere offering to engage that integrates purpose and intent

Chapter 4- *Setting Context*: Communicating the form, function, and purpose of our engagement and intent

SESSION 3

Themes: Chapter 5- *Creating the Container* | Chapter 6- *Hearing all the Voices*

Chapter 5- *Creating the Container*: Creating the physical and energetic field within which we meet

Chapter 6- *Hearing all the Voices*: Each person speaks, is heard and is present and accounted for

SESSION 4

Themes: Chapter 7- *Essential Conversations* | Chapter 8- *Creation*

Chapter 7- *Essential Conversations*: Meaningful exchange within an atmosphere of trust

Chapter 8- *Creation*: Something new that emerges from engagements of shared purpose and trust

Introduction to Meeting Design: 9 Steps to Your Best Meetings

SESSION 5

Theme: Chapter 9- *Commitment to Action*

Chapter 9- *Commitment to Action*- An individual and/or collective agreement to be

responsible and accountable for the way forward. In this session we will complete the 9 Aspects of the Convening Wheel.

Case Study

We will begin to share Case Studies that participants have been working on throughout the training using the Council Process peer review model.

SESSION 6

Case Study

We will continue to share Case Studies that participants have been working on throughout the training using the Council Process peer review model.

SESSION 7

Case Study

We will complete sharing case studies using the Council Process peer review model.

Graduation and Completion!

Post-Survey

We will review what is next for you as a Cohort and introduce AoC Graduate options.



HOMework/PREPARATION & REFLECTION

Links to all information can be found on the Series blog

I. REQUIRED SESSION READING

- *The Art of Convening: Authentic Engagement in Meetings, Gatherings, and Conversations*, Craig Neal, Patricia Neal, with Cynthia Wold
- Essays, course materials, poetry & quotes

II. JOURNALKEEPING

YOUR JOURNAL: Please find and keep a dedicated journal for the duration of the series. You may wish to keep an online journal AND hand writing your thoughts is a powerful process. Find or buy a journal you especially like. Your journal will become an invaluable resource for you providing a record of your learning journey and a place for your marvelous thoughts, inspirations, doodles and mind maps. These are the ruminations of greatness.

ON JOURNALING: Journaling is an essential component of the training. It is expected that each participant will spend time in preparation for each session engaged in reflective writing.

For some, journaling is part of daily life; for others personal reflective writing is a stretch. As one participant suggested, *"It's not a diary; it's a practice of listening. I don't journal to document; I journal to listen."*

We encourage you to give yourself the time and space before each session call to reflect on the journaling questions in ways that work for you. We suggest you have fun, take it easy and allow yourself to play with the process.

Block out time alone in a space where you can write. Light a candle, take a few minutes to breathe in quiet contemplation, then consider each question and write your first thoughts. Getting that first impulse on paper is important. Over time your journaling will begin to take form. One step at a time...