

SESSION 6:
EXPANDING NETWORKS

CIRCLE AGENDA

Supportive Communication

- Reflect & Validate:** “That sounds really (adj.). Did I get that right?”
- Use Curiosity:** “Can you tell us more?”
- Be Present:** Stay on screen. Use nonverbal cues like nodding and allowing pauses for the speaker to gather her thoughts.
- Ask What They Need:** “What do you need to feel supported?”

STEP 1 SELECT MODERATOR 2 MIN

Moderator leads meeting, keeps time, and emails the Circle with “Next Steps.” This role rotates each session. Once selected, **Moderator** shares the below pledge:

*As we begin our Circle, we pledge:
To bravely listen with curiosity and speak with honesty.
To only provide solicited advice.
And to create a nonjudgemental and confidential space for growth.
Do we all agree?*

STEP 2 REFLECTION & APPLICATION 35 MIN

- Moderator** first shares her responses to all the questions below. Once complete, select the next person to go until everyone has shared. **Moderator** sets timer for an equal amount of minutes per member.
- Update on Next Steps from last session
 - Which of the following networks need more of your attention and why?
 - Operational - Helps you get your current work done effectively
 - Personal - Supports your growth, confidence, and career development
 - Strategic - Connects you to information, influence, and opportunities
 - What’s one networking habit you’d like to stop, one you’d like to start, and one you want to continue?
 - How can this Circle help you expand your network?

STEP 3 NEXT STEPS 3 MIN

Each participant shares an action related to the below prompt. **Moderator** writes down each member’s Next Step. Please use your new Circle ‘Next Steps’ email to respond to the group with their Next Steps by **EOD Thursday, and cc Brandi.**

“By our October session, I will take a next step towards my goals by...”