



Creating Out Loud

A “council style” approach to peer coaching

This Discussion Guide outlines a structured conversation for Goal-focused peer coaching.

Get your circle off to a good start by first using the “Working Agreement” and “Building Community” Discussion Guides.

Purpose

This program uses a simplified “council style”^[1] approach to peer coaching.

In these meetings, every circle member has a turn to bring one question, issue, problem, or concern to the meeting.

Circle members support one another by giving advice and/or sharing resources related to each person’s concern.

Use the same Discussion Guide for every “council” meeting.

Agenda

Suggested Timing: 15 minutes per circle member, plus 15 minutes “for the group”

Activities:

1. Being Here (10 minutes)
2. Council session (1 – 1 ½ hours)
 - Issue presentation (3 minutes)
 - Issue clarification (2 minutes)
 - Advice (10 minutes)
 - Repeat the above steps, for each circle member
3. What next? (5 minutes)

1. Being Here

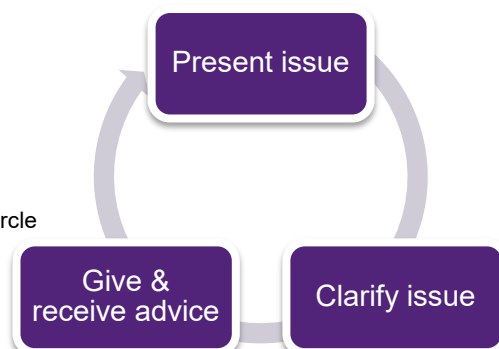
Please acknowledge the Traditional Custodians of the lands on which you are meeting today.

- If this is your first meeting, share your name and how you are currently involved in the arts and culture sector.
- If this is not your first meeting, tell your circle about the step(s) you took since your last meeting.

At the start of each meeting, decide which circle member will be the Timekeeper.

2. Council session

This is the main part of each Goal-focused session, enabling circle members to give and receive input on their own questions, goals, and/or challenges.



In each “council session”

- One person (“the presenter”) explains the issue on which they are seeking advice. (3 minutes)
- Other circle members (“the council”) may ask questions to clarify the issue, before giving advice. (2 minutes)
- The council advises the presenter by sharing insights, experiences or resources related to the presented issue.
- Repeat the above steps, so that every circle member has a chance to present and receive input on one issue per meeting.

3. What Next?

Name one step you plan to take after this meeting.

Possible steps include acting on advice you received and sharing extra resources with fellow circle members.

Where can I access the program?

All Creating Out Loud materials are free to download from the program website: <https://creatingoutloud.business.uq.edu.au/>

References

1. Parker, P., et al., *Peer Coaching at Work*. 2020: Stanford University Press.