Board of Director
Orientation Talking Points

Use the following talking points during board discussions and orientation. If the board members are not familiar with each other, or don't know each other outside of the university or practice setting, these talking points may help garner a deeper understanding and foster board unity.

- Ice Breaker
  - Are there any activities you have used in small groups that focus on team building and getting-to-know you?
  - Have a small activity at each meeting.
  - Ideas:
    - Two Truths and a Lie: Each person says two true statements and one false statement, and the group tries to identify which statement is the lie.
    - Show and Tell: Board members take turns to "show off" something they are proud of. This could be related to their board role, job, or personal life.
    - Question Ball: Write icebreaker questions on a beach ball. Pass it around the room, and each person must answer whatever question their right thumb lands on.
- Previous Experience
  - Which board members (if any) have previously served as an Sigma chapter leader?
  - Which board members (if any) have served on the board of a developing honor society pursuing chapter charter status with Sigma?
  - Which board members (if any) have served in board or leadership positions with other nursing organizations?
  - Are there any board members who have never served in a volunteer leadership position before?
- Identifying Potential Areas of Opportunity
  - What are the top two concerns or worries you have as a developing honor society board member?
  - What experiences or strengths do you have that you could use to help another board members with their concerns?
- Mission and Values
  - Do all board members understand the mission, vision, and values of Sigma?
  - How will each board member work within their position to uphold the Sigma mission and values?
- Logistics
  - How often will you meet?
    - In-person?
    - Virtually?
  - Where will you meet?
    - Same location?
    - Rotating locations?

- Virtually?
  - How and when will agendas and minutes be shared?
    - Cloud drive with shared access?
    - Emailed?
  - Other details?
- Group Norms
  - A group norm is an agreed upon standard for board interactions and meetings.
  - What group norms do you feel are important to working as a cohesive and productive group?
  - Create a list.
  - Examples:
    - Team members as coworkers: all team members are equal; every team member's opinion will be thoughtfully considered; each team member will keep all commitments by the agreed upon date; each team member agrees to constantly assess whether other team members are honoring their commitment to the team norms.
    - Team member communication: team members will speak respectfully to each other; will not talk down to each other; will positively recognize and thank each other for team contributions.
    - Team member interaction in meetings: team members will listen without interrupting; hold no side or competing conversations, follow the rules for effective meetings; attend the meeting on time; always work from an agenda; minutes will be recorded at each meeting; end meetings on time.
    - Are there other examples you have from your experiences within a work environment, or other volunteer leadership position?