Member1 Name	Member2 Name
Member1Phone/s	Member2Phone/s
Member1Email	Member2Email

Purpose of meeting: keep us accountable for our job-search and spur each other on to successful placement for both of us

Meeting logistics: Date Time Place

Preparatory Notes:

Agenda:

1. **Greeting** (5%)
2. **Opening UP** (5%)
3. **Reporting** (45%)
   Listen and take notes while other reports (notes will be referenced below)
4. **Seeking** (30%)
   Share what's on your heart and mind. Point out lessons learned today. Feedback & suggestions based on Report.
5. **Committing** (10%)
   Determine goals for next chunk of time
6. **Closing Affirmation** (5%)

Protocol:

- *Honesty, confidentiality*
- *Concern, lenience*
- *Sharing both air-time and responsibilities*
- *Discipline shown by regular meetings and progress through agenda*

Notes:

- **What I heard...**
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
- **What I might suggest...**
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
- **What I could/should/will do** (with a commitment level checkbox and due date for each one)
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
- **I am responsible for <u>accountability</u> regarding...** (with a commitment level checkbox and due date for each)
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___
  - C S W ___/___/___

Next Meeting (logistics):

More information and relevant links are available at http://mullaneyvision.net/unir/

Notes:

- **What I heard...**
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐

- **What I might suggest...**
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐
  - ☐