

# WOMEN *in* SUSTAINABILITY

## WIS INVITES YOU TO PATRICIATE IN SPRING WIS CIRCLES

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### STATEMENT OF INCLUSION:

We believe an inclusive and diverse environment is crucial to the advancement of sustainability and equity. Therefore, these circles are open to all who identify with the language of women (cisgender women, trans women, womxn, black and indigenous women of color, non-binary, and gender nonconforming individuals). All are welcome and encouraged to participate. We unequivocally recognize and welcome trans women as women. We commit to ongoing anti-racism learning and practice. And we expect the same of all women who choose to participate in our 2022 WIS Circles.

### WIS CIRCLE GOAL:

Support and grow your WIS network while talking through challenges, sharing opportunities, and discussing ideas or topics related to advancing equity and sustainability.

### CIRCLE STRUCTURE:

Each WIS Circle is led by a Circle Guide and comprises 6 to 8 WIS members. Each member gets one meeting in a "Hot Seat," where the call focuses on their needs, goals, or challenges. The Hot Seat member is responsible for bringing a topic to the meeting that they want feedback on. The other circle members offer supportive feedback. The hot seat topics can range from professional or career development to specific sustainability or ESG topics you need help with at your organization. The goal is for each member of the circle to get advice on their situation. Each WIS Circle is a confidential, safe space where members can share openly and respond with empathy. We're all in this together!

#### 1. Kickoff Meeting

- 45 minute
- Introductions, circle rules
- Discuss/decide key topics

#### 2. Weekly Hot Seat

- 30 min weekly for 6-8 weeks
- A single person in hot seat each meeting
- Group offers feedback

#### 3. Wrap Up Meeting

- 45 minutes
- Recap and reflections
- Feedback for future circles

**\*IF INTERESTED IN JOINING A CIRCLE, APPLICATIONS ARE NOW OPEN\***  
**APPLY HERE**

**OUR 2022 INTERNATIONAL WOMEN'S DAY EVENT ON MARCH 8, 11 – 2 CST  
WILL KICK OFF OUR 2022 WIS CIRCLES.**

**[LEARN MORE HERE](#)**

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## **CIRCLE GUIDE RESPONSIBILITIES:**

If you are interested in guiding a circle, below is more information on the **Circle Guide responsibilities:**

The #1 priority of the Circle Guide is to create a positive, inclusive, and safe space for all circle members to share what is honest with one another.

Circle Guides set an example for the rest of the group by taking the initiative and following what they say they're going to do. You don't need to be a professional facilitator or career coach to serve as a Guide. Still, you do need to be comfortable facilitating group conversations over video conferences. You'll also need to be prepared to ask questions or provide feedback first and to set ground rules (to be supplied by WIS) in the first call. As a Circle Guide, you're responsible for the following:

- Holding the agreements and integrity for your circle
- Set up your Squad's recurring meeting
  - Create the online meeting (in a platform, you have access to zoom, teams, uber, etc.)
  - Send a re-occurring meeting invite out to your circle members with login details
- Create (and adjust if needed) your circle's schedule of Hot Seats
- Facilitate the weekly meeting (or, in cases where you need to miss a session, designate a member to facilitate the weekly discussion in your place.)