



Group Norms

For Working Together

Group Norms

Description of steps taken to create this document

The first step was the decision to have group norms for working together for the Hub; this was decided in the initial meetings with the interim steering committee. There was discussion around the importance of a document that would guide how people would work together and be the standard for all Hub community members. Creating the document from the desires and goals of Hub members was a central component. Conversation prompts and preparatory meetings were used to co-build these guidelines.

Valuing all voices framework

The second step was the [Valuing All Voices Framework](#) which was recommended by an Advisory Sharing Circle Member. The article has direct relevance to the work of the Hub, with its focus on research in healthcare while centering people with lived experience, including people whose voices have been historically under-represented in research, as central to the process. As a community with aligned goals, the Hub used this framework to guide the development of our group norms for working together.

The GEM Hub Launch Workshops

The third step was the Hub launch (held on March 5th and 28th of 2024), which was the first event for the Hub along with a workshop where Hub members and participants discussed how they wanted to work together. Within the break-out rooms of each event, each group was assigned 2 of 5 values to provide feedback and action-oriented suggestions aligned with each value. You'll find the conversation prompts and the responses from both events [here](#).

Patient engagement framework

The fourth step was one-on-one meetings with persons with lived experience of pregnancy to give direction to how the Hub members would work together, and how to engage with persons with lived experience of pregnancy across the activities of the Hub. The meetings were scheduled to discuss the values from a patient engagement framework from [CIHR - SPOR \(Strategy for Patient Oriented Research\)](#) that included: inclusiveness, support, mutual respect and co-building. The responses of these meetings were sent back to each member, so they confirmed that the summaries were representative of what they had shared.

Analyzing and focusing on action-oriented outcome

The fifth step was to have two Hub team members (IM and DM) separately reviewing the content from the Hub launch workshop summary and the patient engagement framework to summarize the themes and items that were most important to Hub members. Each person used the contributions from both documents to create their own first draft with a focus on the items being action-oriented, to focus on tangible outcomes for Hub members.

Cross-validation and consolidation

The final step included a meeting where IM and DM went through each value and compared their outcomes, selecting the items that were action-oriented and within the scope of the Hub's work and commitment of Hub members. A draft version was shared with the Advisory Sharing Circle members and each Hub member for accountability and transparency.

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Table 1. Group norms documents

This guideline provides directions to both facilitators, Hub members, and participants of all Hub events, and meetings. Within the five values there are standards provided to guide all Hub members. When both facilitators and Hub members and participants engage with one another based on the guideline, the Hub can be a space that can do good work because it functions in a manner that upholds its values of: understanding and accepting, trust, self-awareness, education and communication and relationship building.

Values	Facilitators are invited...	Members/ participants are invited...
Understanding and Acceptance	- To encourage inclusive self-introductions of members in ways that do not create silos/barriers - To lead from a human place, with transparency, vulnerability and humility, and model courage	- To focus on shared values and common ground - To be open, non-judgmental, and empathetic to others and self - To communicate in any way and language that feel comfortable and that they are familiar with
Trust	- To pursue and be mindful of ongoing recruitment of diverse representation - To prepare the space for Hub members and intentionally offer various kinds of support - To pursue ongoing recruitment of diverse representation - To lead with vulnerability and humility and model accepting feedback - As much as possible, to offer 1:1 contact prior to planned group meetings for new Hub members - To ensure different engagement options, and report processes with transparency	- To value various forms of knowledge in others and within self - To offer feedback to Hub team and any additional information or resources that are related to pregnancy-related near-miss events and deaths
Self-Awareness	- To facilitate an accessible environment - To facilitate an environment where members identify connections between the Hub's work and Truth and Reconciliation Commission Calls to Action(19, 20, 22, 23) and pursue an action-centered response - To facilitate an environment where members identify connections and pursue an action-centered response between the experiences of populations over-represented in	- To contribute to a community that makes space for multiple perspectives - To make connections for an action-centered response between Truth and Reconciliation Commission Calls to Action(19, 20, 22, 23) and Hub's work - To make connections for an action-centered response between the experiences of populations over-represented in pregnancy-related near-miss events and deaths (including Indigenous, Black, 2SLGBTQ+IA, Rural, Newcomer

	pregnancy-related near-miss events and deaths (including Indigenous, Black, 2SLGBTQ+IA, Rural, Newcomer and People with disabilities) and the Hub's work • To provide resources that encourage reflection • To reframe the interactions, as needed, to build empathy	and People with disabilities) and the Hub's work
Education and Communication	• To create opportunities for equal knowledge contribution both within and outside of meetings • To collaborate and provide education and share material to from diverse perspectives • To provide agendas in advance • To make sure that everyone understands what is being discussed • To communicate information widely, beyond academic settings, to reach broader audiences	• To use plain, common language, avoiding technical terms that may create barriers • To engage with opportunities to discuss meeting content both in and outside of meetings
Relationship Building	• To offer check in moments • To prioritize calm and compassionate leadership • To prioritize any opportunity for in-person meetings • To create opportunities for relationship building	• To engage meeting content with curiosity and creativity • To collaborate and problem-solve