

## ***Delta Chamber of Commerce Business Roundtables***

**PURPOSE:** To provide members with a format and tools to create and lead a self-organizing Delta Chamber Roundtables of business peers in which to learn and improve their businesses and leadership skills.

### **What is a Delta Chamber Business Roundtable?**

A group of Delta Chamber members who are business owners or senior staff members of a business, who agree to meet regularly to share personal and business ideas and to help each other. There are no competing businesses in a group and only one member per company may be in a group. Meetings are arranged monthly (every 4-6 weeks, at least 10 times per year) and generally last 3 hours.

One of the most common challenges of a business owner is isolation. It is often difficult to discuss issues with others and those outside the business often don't understand the unique dynamics of a small/mid-size business. Business owners get so busy working in the business, they don't take time out to work on the business, which is what grows the business.

A Delta Chamber Business Roundtable is about peer mentorship and meetings are strictly confidential. They provide an environment of trust where individuals can discuss issues that are highly personal and/or confidential in nature.

Unlike a networking group, members of the Delta Chamber Business Roundtable do not exchange leads or business referrals. Instead they provide positive feedback and ongoing support for both business growth and personal issues.

### **BENEFITS of a Delta Chamber Business Roundtable?**

- ✓ Support network of peers
- ✓ Management and leadership skills and support
- ✓ Learning from the experiences of your peers
- ✓ A confidential environment to discuss issues that you may not be able to share with anyone else
- ✓ A place to improve communications and inter-personal relationship skills
- ✓ An opportunity to build business awareness and competencies
- ✓ A sounding board for new ideas
- ✓ A place to brainstorm and generate new ideas
- ✓ A learning environment to develop new skills
- ✓ An opportunity to build strong personal relationships
- ✓ An accountability group to help you do the things you commit to do to build your business
- ✓ A motivational group of peers

## **CONFIDENTIALITY - Everything said in the room – stays in the room!**

- ✓ No sharing – even with spouses
- ✓ No using knowledge inside the room to better yourself (insider trading)
- ✓ No partial “leaking” of information, telling a story but leaving out names (we live in a small town – it is easy to guess who)
- ✓ Members breaching confidentiality will be asked to resign

## **COMMITMENT**

To build and maintain a strong Roundtable each member must commit to:

- ✓ Attendance: Regular attendance is essential to build the trusting relationships that make a successful Roundtable. Each group will set their own attendance expectations
- ✓ Punctuality: Respecting all members time is essential to a successful Roundtable
- ✓ Participation: Each member must fully participate in all aspects of the agenda of the meeting
- ✓ Retreats: Retreats take your Roundtable to the next level. It is recommended that attendance at your retreat be mandatory
- ✓ Shared Responsibility: Each member is responsible for the organization and success of the meetings. The Roundtables are self-directed and facilitated by an internal member. It is everyone’s responsibility to ensure that the objectives are met, and the guiding principles are followed

## **MANAGEMENT OF Delta Chamber Business Roundtables**

- ✓ Management is through the Delta Chamber office
- ✓ A Delta Chamber member may complete an online application to join a Roundtable including their business name, brief description of their business and why they wish to join a Roundtable
- ✓ The size of a Roundtable is generally 8-10 members
- ✓ All members of a Delta Chamber Roundtable must be current members of the Delta Chamber of Commerce
- ✓ Roundtables are formed to be LONG TERM support groups

## ROUNDTABLE ROLES AND RESPONSIBILITIES

### FACILITATOR:

Responsible for setting the agenda, arranging presentations, and overall facilitation of the meetings (facilitator training will be provided by the **Delta Chamber** at least one time per year) Facilitation guidelines will be posted on the **Delta Chamber** website. Peer facilitators will receive training from the **Delta Chamber** of Commerce. Other roles will be from each member of the group.

- ✓ SCHEDULER
- ✓ TIMEKEEPER
- ✓ TREASURER
- ✓ PRESENTER
- ✓ SCRIBE
- ✓ EDUCATION