

ONE-TO-ONE RELATIONAL MEETINGS: A QUICK GUIDE*



One-to-one relational meetings are a way to build *power* through *relationships*.

- POWER = the ability to act effectively in public = organized people + ideas + money.
- RELATIONSHIPS, in this context, are based in mutual *self-interest* and *accountability*.

The goal of a one-to-one relational meeting is to better understand the other person's *self-interest*, through *asking questions* and *sharing stories*, in order to identify people who are or could become *leaders* in the organizing work you're involved in.

- SELF-INTEREST = the basic desires and passions that cause us to act as we do.
- LEADERS = people with followers, who others in the community look to for direction.

An effective one-to-one relational meeting

- is held *with a leader*, or someone you think could become one.
- is scheduled *intentionally* and *in advance*, in a *neutral location*.
- *starts and ends on time*: decide on a length of time in advance, *usually 30-60 minutes*.
- follows the 70/30 RULE = listen 70% of the time, talk 30%.
- follows the rule PROBE BUT DON'T PRY
 - = go deep, ask follow-up questions that focus on "why" more than "what":
Why did you...? How did it feel when...? Was there a moment when...?
 - = avoid gossip or drama, but if the person opens up a door to a tough place, and you think learning more will help to understand what makes that person tick and what motivates that person to act, walk through boldly!
- follows FIVE BASIC STEPS:
 - 1. INTRODUCTIONS**: explain who you are, who you represent, and why you wanted to meet.
 - 2. WARM UP**: ask some easy questions to get conversation going. Work from what you know about the person, including things you have in common.
 - 3. DEEPER QUESTIONS**: once you've got a rhythm, start moving into deeper questions. Ask why the person did this or that? How did it feel? Ask for stories. Ask follow-up questions. Try to get a sense of how the person navigates challenging relationships, situations, and feelings.
 - 4. CLOSING/NEXT STEPS**: plan to meet again? Invite to an event? Ask to be introduced to other leaders? Or, if the person isn't showing potential, wrap it up.
 - 5. EVALUATION**: take a few notes afterward. How did it go? Could the person be a leader? Info you want to remember? Things you'd do better next time?

* Adapted from the work of the Industrial Areas Foundation; more info at industrialareasfoundation.org.