



Overview / Guidelines for Participation / Code of Conduct

Overview: Collaberex is a Collaborative, Self-Development Community of Business Professionals who come together for the joy of learning, community, belonging, self-improvement, engaged conversations and inspiration. By learning together and supporting one another, we accelerate personal and professional growth.

- Groups meet two times per month via Zoom.
- Facilitators are accomplished leaders who act as part coach, part group leader to stimulate thinking, frame issues, guide discussions and ensure group accountability.
- Members build impactful relationships “in meeting” through participation in small group discussions and breakouts on topics both operational and developmental.
- This is a membership in a Community, not in a group. Every member is a member in all our groups.
- Individual member issues are also addressed in a structured manner that ensures actionable solutions.
- Collaberex members are committed to support others in the community and bring a wide and diverse range of expertise and experience.

The Collaberex Commitment to You:

- Collaberex values you as an individual. We care about “who you are” before we care about “what you do.”
- We value your input and encourage suggestions for improved member value.
- We are accountable to you to make sure you receive the value you expect from membership.
- Collaberex is committed to your success and that of your organization.

Your Commitment to Your Group:

- General Commitments:
 - o Confidentiality - what is said in a Collaberex meeting, stays in the meeting.
 - o Relationships - Collaberex members are selected based on a number of factors, one of which is their desire to collaborate and be supportive of one another. Actively connect with our community both during and outside of the meetings.
 - o Respect - Respect each other so we can all be free to contribute whatever ideas we have. For our meetings to work at maximum benefit everyone needs to feel safe to be open and vulnerable.
- In Meeting:
 - o Be present. Phones down. No multitasking. Video on. Show up on time.
 - o Have open, honest conversations. Participate in discussions. Reveal your challenges and success. Share your experiences and insights. Share your own “best practices.”
 - o Present to the group business problems you’d like discussed and solved.
 - o Attend at least one group meeting per month.
 - o Be accountable for commitments made to other members.
- Membership is a personal and financial commitment and promise to the Collaberex community to be engaged, involved and make your best efforts to grow together with other Collaberex members.
- Other Responsibilities:
 - o Ours is a culture of collaboration. Be committed to supporting other group members and they will be committed to yours.
 - o Invite guests. Grow the community – it’s the member’s responsibility to help grow our Community with like-minded members.
 - o Meet other members outside of the group meetings. Build relationships. Follow up on all promises made to fellow members.

- o Do not solicit business from new guests – get to know them, help them succeed.
- o Be an “ambassador.” Follow up with guests, to acclimate them to our collaborative culture, show guests our commitment to helping them grow so their businesses can grow.

These guidelines reflect your commitment to the Collaberex Community. If guidelines are not adhered to, it is grounds for termination and/or non-renewal of your membership. Collaberex and its principles and / or facilitators are not liable for the opinions of any facilitator, member or participant providing peer advice / expressing their opinion and for any perceived breach of confidentiality. Members agree to hold Collaberex and its principles and facilitators harmless.

Refund Policy: During the 1st 30 days of your membership full refunds will be given for any reason once we are notified via email of your decision to cancel. Memberships are month to month memberships that auto-renew unless notified via. email prior to expiration.

I have read these terms & conditions and agree to fully comply with the above code of conduct.

Member Name Printed

Member Signature

Date Signed

Founder Name Printed

Signature - Jonathan Rosen
Collaberex, LLC

Date Signed

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