

TRU Library Makerspace Team Charter

Team Values

Our Team Values:

- **Kindness:** We treat each other with respect, fairness, and compassion.
- **Growth:** We prioritize learning and doing new things. We value creativity, change, and weirdness.
- **Community:** We have mutual responsibilities to each other and our community. We can be our authentic selves within this community. This community extends beyond our immediate team to users, Ambassadors, Research Assistants, other LCSAs and Librarians, and the entire university community.
- **Autonomy:** We value having autonomy over how we accomplish the goals of our work.
- **Fun:** We value fun as a core aspect of our work and the philosophy/pedagogy of the Makerspace. You cannot have kindness, community, and growth without fun.

Team Norms

Atmosphere/Climate	Creativity/Innovation
<ul style="list-style-type: none">- We have and create fun.- We value a community atmosphere that is welcoming, inclusive, and supportive, and we engage with our community to create this atmosphere.- We recognize that we are all people with lives outside work and we give each other grace.- We prioritize supporting our users/community by being responsive to their needs, kind, and following the pedagogy of the Makerspace.- We understand that activities such as creative and personal projects are a core part of the culture and pedagogy of the Makerspace and required for growth, learning, and operations.- We are enthusiastic about others work and projects.	<ul style="list-style-type: none">- We explore each other's ideas and look for ways to make them work rather than reasons they won't work.- Ideas are evaluated regardless of who/where they originated.- Ideas for the Makerspace belong to the team and any criticism, feedback, or decisions about if we can do them are not personal.
Openness / Communication	Conflict Resolution

<ul style="list-style-type: none"> - We respect each other's opinions even when we disagree. - We listen to each other. - Everyone participates in meetings and discussions. 	<ul style="list-style-type: none"> - We keep conflict impersonal. - We approach conflict by trying to understand what the other person is thinking instead of just reacting. - We try to resolve conflict with fairness/kindness and with the goal of restoring balance to the universe. - We let conflict go or try to resolve it.
Meetings	Decision Making
<ul style="list-style-type: none"> - Everyone shares chairing/leading operations meetings. - Everyone participates. - Everyone is given equal opportunity to speak/participate. - Operations Meetings can happen without Frank present to discuss operational issues. - We show up on time for meetings. 	<ul style="list-style-type: none"> - Whenever possible (e.g. due to contract or HR rules) decisions are discussed openly with the whole team with real opportunities for feedback and discussion. - We try to reach decisions through consensus and if we can't Frank get's final say. - We have autonomy within our sub-functional areas (makerspace social media, stats, event and item bookings, etc.) based on established parameters/principles. - Staff know that the decisions they make in the course of operating the space (e.g. what users can do, etc.) or doing their functional work will be supported by the Makerspace Librarian (Frank) and if there are issues with the decision they will be discussed without blame.
Roles / Responsibilities	Team Maintenance / Recognition / Celebration
<ul style="list-style-type: none"> - The LCSA on shift is in charge of Makerspace. Whenever possible they make decisions and are the first to help users. Their needs for space/resources (e.g. the office, technology, etc.) are prioritized. - We share work in proportion to our service point and functional area assignments. - We re-evaluate who does what functional tasks as people's 	<ul style="list-style-type: none"> - We celebrate our successes as a team and as individuals. - We prioritize team building and maintenance. - Staff and student contributions are recognized through blog posts, biographies on the website, introductions during workshops or teaching, etc. - We prioritize team and individual growth and support growth through

<p>assignments and responsibilities change.</p> <ul style="list-style-type: none"> - Changes in work assignments are made with discussion and following the principles of growth/ kindness. - Student Ambassadors and Research Assistants are the Makerspace Librarian's responsibility. LCSAs are supported in providing direction to make sure they are using the space responsibly. Frank is responsible for ensuring they understand they are required to listen to direction from LCSAs. - LCSAs can direct Ambassadors to help users and do small tasks while on shift. 	<p>individual PD, team building activities, and professional development days.</p>
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Agreement:

We (undersigned) agree to do our best to follow the spirit of this agreement: