

SUPPORT DOCUMENT 2 - APPROACHING A MUTUALLY RESPECTFUL CONVERSATION

Mutually Respectful Conversation. If you are comfortable in doing so, follow the process below to attempt to resolve the conflict and restore your relationship through respectful conversation privately and directly with the person(s) involved.

Any conversation regarding a conflict should be in person, or on zoom if required for health reasons. Communication should not occur via email.

PROCESS AND TIPS:

- Agree on a mutually convenient time to talk in private as soon as is practical. Agree on a length of time for the conversation and commit to respecting this time limit.
- Write down your concerns to clarify them for yourself. Use the questions in Document 1- Self-Reflection to help with this.
- Begin the discussion by lighting a chalice together, with each person sharing their opening words. Only if both are comfortable doing so, consider clasping one of the other person(s)'s hands during the chalice lighting and opening words.
- Each person should bring brief opening words relevant to the conflict or to what they are feeling (the RRT can provide suggestions for opening words and ritual – add link).
 - Follow the principle. “First, seek to understand, then to be understood.”
 - Speak clearly and succinctly about your concern(s).
 - Use “I” statements (“I feel” not “You did”) to convey your feelings.
 - Speak from the heart.
 - Listen carefully. Reflect back what you hear.
 - Use the words, “Help me understand,” to gain more information and clarity.
- Take turns sharing your answers to the self-reflection questions you answered.
 - Regularly restate what you heard the other person(s) saying.
 - As you near the end of the agreed ending time, propose and negotiate a mutually agreeable resolution.
- If the end comes and a resolution that restores a healthy relationship has not been reached, agree on a time and place for a second conversation. Alternatively, reach out together to the RRT for assistance.

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- Regardless of whether a resolution has been reached, end the conversation by saying one new thing you have learned or have come to appreciate (more) about the other person(s) and one thing you value about your relationship with the other person(s).