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| 1. **NAME** of the resource / tool | **The Four Agreements** |
| 1. **WHAT** is the purpose of the resource / tool? | The list of 4 agreements outlines practices that help people move past conflict in any area of their lives. They describe commitments you can adopt that improve your life in general, but are also especially helpful when dealing with tense circumstances or personal conflict in group settings. |
| 1. **WHO** developed the resource / tool? (If it was adapted from an existing document, please include a citation for the original source.) | don Miguel Ruiz, author of The Four Agreements: A Practical Guide to Personal Freedom, a Toltec Wisdom Book |
| 1. **HOW** should the resource / tool be used? 2. *What circumstances are ideal/appropriate?* 3. *By whom and when?* 4. *Is a particular skill set or special preparation needed?* | As a reference for:   * Exploring personal or group values and principles to support effective leadership * Creating group agreements that promote mutual respect and accountability * Coaching others through conflict resolution. |
| 1. **WHY** is this resource being recommended? (What makes is especially effective or useful for community-based work?) | * Occasional conflict is a natural part of group work and community building. The agreements help community stakeholders: * Ask for clarification instead of jumping to conclusions. * Reduce time lost to stress because people don't feel personally responsible for the someone else’s anxiety or anger. * Transform conflict into a productive conversation that leads to a deeper relationship, because you come from a more compassionate place. |

