

resources.transitionnet work.org

- [Admin guide](#)

Admin guide

When approving new resources:

- Ensure there is a description of the text in the first field
- Ensure that all attribution is correct for written texts and we are entitled to host it (Creative commons, or original content uploaded by the Author)
- If there is no image find one and upload it
- Ensure that the image attribution is correct - Not doing so can cost quite a lot of money


The text will look like this (Markdown) until it is published

License

CC-BY

Files










File



Shared-governance-and-working-in-circles-guide
File name: Shared-governance-and-working-in-circles-guide.pdf
File size: 6 MB

File Description

Describe the uploaded file. For PDFs, add the text in plaintext format for search purposes.

B **I** **H**         

CIRCLE MEMBERS

To ensure an efficient workspace, a Circle should have a facilitator and a secretary for its meetings.

A FACILITATOR

- Elected through the consent process.
- Ensures compliance with governance rules and operational processes adopted by the organisation.
- Prepares the meeting with the secretary; opens and closes the meeting.
- Keeps discussions on track and ensures adherence to process.
- Sets the meeting rhythm, ensures smooth exchanges, and allows everyone a chance to speak.
- Refocuses discussions and maintains awareness of purpose and present context.
- Avoids off-topic discussions.
- Maintains a neutral and diplomatic stance.

A SECRETARY

lines: 171 words: 1191 1:1

☒ Collaborative Leadership

☐ Economy

☐ Education

☐ Energy

☐ Food

[+ Add New Project Type](#)

Countries

All Countries

Most Used

☐ Afghanistan

☐ Åland Islands

☐ Albania

☐ Algeria

☐ American Samoa

☐ Andorra

☐ Angola

☐ Anguilla

[+ Add New Country](#)

Resource Tags

Separate tags with commas

[Choose from the most used tags](#)

Link Suggestions 

We can't show any link suggestions
Try selecting categories and tags for
and mark other posts as Pillar Content
them show up here.

Embed Media

Process for generating the Markup for the plaintext version of PDF's

1. Upload the PDF to <https://notegpt.io/pdf-to-markdown-converter>
2. Copy and paste the resulting text into the field
3. Read the text and do corrections as needed