AENC Helping Hands- FUEL Edition Session Description

Registration

All AENC Members who are under the age of 40 are welcomed to register for this session. There will be a special "track" on the registration form where you can make this selection. The session will be capped at the first 20 registrants. Registrants will be contacted in advance so they may adequately prepare for the session.

<u>Goals</u>

- 1. Provide AENC Members an opportunity to receive real-time solutions to real-time problems from their AENC colleagues in a structured and moderated manner.
- 2. All Members participating will hear from colleagues and will benefit from the sharing of collective knowledge.
- 3. Members will have a chance to gain a deeper connection with fellow AENC Members/Colleagues, inside their peer cohort.

Process

- Small groups (20 max) of closely-matched colleagues (all who are under the age of 40) huddle together, in a structured and moderated manner to hear specific challenges and deliver specific solutions.
- All participants sign an NDA before the meeting starts
- All meetings are closed door
- The session will be 2 hours with a short break in the middle
- Moderator does the following:
 - o calls meeting to order
 - o have all sign a NDA
 - o reminds participants of the goals and need to stay focused
 - participant introductions
 - ask who would like a designated 20 minute slot for a deep dive into their issue
 - o set the order of presenters for that session
 - IF nobody comes forward with an issue to discuss, the moderator should have a few hot topic items to break the ice.
 - o introduces first member in need of help
 - ask that first presenter to follow the questions on the submission form so we maintain structure and focus
 - manage flow of conversation
 - manage the time
- Two types of helping interactions for each session:
 - First hour Two members will have 20 minutes each to introduce themselves, their company, and up to 2 specific problems they need help with.
 - Second hour Members will have 5-10 minutes to give a snapshot of themselves, their company, and one issue they need help with.