PWOC LDP
Leadership Development Program

TOPIC: CONFIDENTIALITY

The Bottom-Line Up Front:

- As PWOC Board members, we must protect the people that God has entrusted to us by maintaining confidentiality—protecting their information and their reputation.
- Confidentiality is vital during the PWOC Leadership Selection Process.

Proverbs 11:12 (NLT) *A gossip goes around telling secrets, but those who are trustworthy can keep a confidence.*

1. Synonyms and Antonyms of "Confidential" (5 minutes): *Circle or highlight two synonyms and two antonyms that stand out to you from the lists below. You will have the chance to share your choices. Discuss as a Board.*

Synonyms:		**Antonyms:**	
☐ classified	☐ restricted	☐ aired	☐ open
☐ intimate	☐ silent	☐ announced	☐ public
☐ nonpublic	☐ suppressed	☐ common	☐ reported
☐ personal	☐ unadvertised	☐ disclosed	☐ shared
☐ private	☐ unsaid	☐ divulged	☐ well-known

https://Miriam-Webster.com/thesaurus/confidential

2. How to know if you are breaking confidentiality (5-10 minutes): *Ask yourself these*

- *questions. **Note:** If the answer to any question is "no," then keep it to yourself! We MUST be leaders that are trustworthy and full of integrity.*

1) Would I say it if the person I am speaking about were present?
2) Will it promote wholeness and healing in this individual AND the PWOC Board and body, or could it cause damage and division?
3) If it were MY information, would I be OK with my trusted friend or leader sharing it?
4) Am I talking about it with God as much as with other people?
5) *What question(s) would you add? Discuss in a group of 2-4 people.*

3. Confidentiality in the Leadership Selection Process (5 minutes):

- **Leadership Selection order of events:**
  1) The PWOC President chooses a Leadership Selection Team (LST) leader with the approval of the PWOC Chaplain Sponsor.
  2) The LST leader chooses her team with the approval of the President and the PWOC Chaplain Sponsor.
  3) The LST begins announcing and explaining the Leadership Selection Process to the PWOC body and gives a deadline for Executive Board Applications.
     - During this time period, the LST, the Board, and Bible Study Facilitators are actively recruiting leadership. Sometimes individuals do not know their own capabilities and potential unless someone else points it out and encourages them to apply.
  4) Once the application deadline has passed, the LST begins preparing for interviews.
     - At this point, the Board, Bible Study Leaders, and members of the PWOC body need to go into "Secret Squirrel Mode." NOTHING should be shared; keep whatever you know to yourself. The scenarios below will help describe why this is important.
     - The President cannot influence the Leadership Selection Process at all. She must be completely hands-off.
  5) Interviews are carried out and those selected for the Executive Board are notified (with the approval of the PWOC Chaplain Sponsor). Those who were not selected are also notified.
  6) Typically, as a courtesy, the current President is notified of the Incoming Executive Board members. She typically shares the names with the current Board.
  7) The Incoming Executive Board is typically installed during the last PWOC session of the Spring Semester at the Board Installation Program.

4. Why is confidentiality during the Leadership Selection Process important? (5 minutes): *Work with a partner. Each of you will check the box of the scenario below that you feel would be the most damaging. Why did you choose it? Discuss your thoughts with your partner.*

- ☐ Someone shared in a public setting that Morgan put in an application for Programs. Not only was she not selected for Programs, the position was left vacant. People begin to speculate about what is wrong with Morgan.
- ☐ News of the Incoming Executive Board members leaked out before everyone had been properly notified. A young leader who interviewed found out she didn't get the job when she saw a message in her Bible study group chat.
- ☐ A group of Board members were discussing someone they thought might put in an application for President. They all agreed she would NOT be a good fit for a variety of reasons, and their opinions were no secret. She ended up getting the job.