

// standard operating procedure

Community Team-Up SOP



The exact process for finding and forming your Signal Project team inside the community.

baswe.ai // become a software engineer

This is the standard operating procedure for finding and forming your Signal Project team inside the community. Use it alongside the phase five Team and Build doc. The goal is to get you onto a small, reliable, complementary team quickly, so you can build something bigger than you could alone.

When to use this

Use this once you have worked through your target, your problem, and your system design, and you are ready to build. Ideally you team up with people who are at roughly the same stage and committed to the same one to two month build. You can also team up earlier and work through the phases together, as long as you align on a shared problem and target.

One team builds one Signal Project, around one problem. So the people you team with should have target companies that overlap with yours, so the shared project is relevant to everyone's job search.

The process

▪ Step 1: Know what you are bringing

Before you post anything, get clear on a few things: your target segment, your chosen problem or whether you are open to joining someone else's, your strongest skills, the role you would play, your availability and commitment level, and your timeline. This makes your introduction clear and helps you find people who complement you.

▪ Step 2: Post a clear team-up introduction

Post an introduction in the community's team-up channel. A clear post gets the right people to reach out. Include who you are, your target segment and problem or that you are open to join, your skills and the role you would play, the skills you are looking for in teammates, your commitment level and timeline, and how to reach you. Use the post template below.

▪ Step 3: Find complementary people

Browse other members' team-up posts and look for a few things: an overlapping target or problem, or a project you would genuinely want to join; skills that fill your gaps; a matching commitment level and timeline; and signs of reliability, like whether they engage in the community, have done the earlier phases, and communicate clearly. Reach out to the ones who fit by commenting or messaging them.

▪ Step 4: Vet before you commit

Have a short call or chat with anyone you are considering before locking in. Reliability matters more than raw skill, so screen for it. Check that they are responsive and reliable, that their commitment is real and matches yours, that their skills complement yours, that you align on the problem and project, and that you communicate well together. Watch for red flags: flaky communication, mismatched

commitment, wanting to either do everything alone or nothing at all, and no real interest in the problem.

▪ Step 5: Align on the project

Agree on the one problem and project the team will build. It can be one person's problem that the others join, or a shared one you settle on together. Whatever it is, make sure it is relevant to each person's target segment, so everyone can use it in their job search. Then confirm it passes the tutorial test from the build phase and can realistically be built in one to two months by your team.

▪ Step 6: Form the team and set the rules

Lock the team, ideally two to four people, and set the ground rules before building. Assign roles and ownership, set the timeline and how often you will check in, and set up your tools: one repository, one project board, and one communication channel. Agree on expectations, including commitment and what happens if someone goes inactive, and confirm that everyone will launch and post about the project. Fill out the team charter template below so it is all written down.

▪ Step 7: Kick off and keep momentum

In your first working session, walk through the design doc together, break it into tasks on your board, and assign owners. Then keep your cadence, integrate your work early, and support each other. If someone goes inactive, address it early using the rules you agreed on, rather than letting it quietly sink the project.

Team-up post template

Fill in the brackets and post it in the team-up channel.

TEAM-UP POST TEMPLATE (COPY THIS)

Name: [your name]

Target segment: [e.g., early-stage AI fintech]

Problem: [your problem, or "open to join a project"]

My skills / role: [e.g., backend + AI, would own the API and retrieval]

Looking for: [e.g., a frontend dev and someone strong on evals]

Commitment: [e.g., ~15 hrs/week for 6 weeks]

Timeline: [e.g., starting this week, shipping in 6 to 8 weeks]

Reach me: [how to contact you]

Vetting checklist

Run through this on a quick call before you commit to anyone.

- Responsive and reliable in conversation.
- Commitment level is real and matches yours.
- Skills complement yours and fill a gap.

- ▶ Aligned on the problem and the project.
- ▶ Communicates clearly and often.
- ▶ Genuinely interested in the space.

Team charter template

Fill this in the moment your team is formed, and keep it somewhere everyone can see.

TEAM CHARTER (FILL THIS IN)

Team members and roles: _____
The project / problem: _____
Target segments it serves: _____
Timeline and ship date: _____
Check-in cadence: _____
Tools (repo / board / comms): _____
Expectations + inactivity rule: _____

Etiquette and norms

- ▶ **Be reliable.** Do what you say you will, on time. Your reputation in the community follows you.
- ▶ **Communicate early and often,** especially when you are blocked or falling behind.
- ▶ **Give credit.** Everyone who built it should be able to launch it and talk about it.
- ▶ **Support your teammates.** They are your network now, and their success helps you.
- ▶ **Do not ghost.** If you need to step back, say so early so the team can adjust.
- ▶ **Everyone contributes, and everyone launches.** No passengers.

Common mistakes to avoid

- ▶ Teaming with people you have not vetted for reliability.
- ▶ Skipping the alignment on a shared problem, so the project does not serve everyone.
- ▶ Not setting ground rules, so no one knows who owns what.
- ▶ Building a team that is too large to coordinate.
- ▶ Teaming up as a way to avoid doing the work yourself.

→ **Team formed and aligned? Head back to the Team and Build doc and build it like a startup.**