



“TEAM - THE ESSENTIAL INGREDIENTS” (3 HOURS)

Audience: As far as possible, whole team. Team Leaders are essential.

Venue: Highly desirable but not essential to be in suitable venue away from the workplace.

This program is primarily designed to enroll organisations and their staff in operating their business as a team. It defines team with all its facets and enables them to assess how close to this model they are currently operating their business and what changes or improvements may be needed. It also involves the staff in actually deciding whether they will operate as a team or not.

Topics include:

- The advantages of team (over other work structures)
- The disadvantages of team
- Taking responsibility for mistakes and learning from them and
- The essential elements of successful teams

The program also includes a fun problem-solving activity that the participants are required to solve as a team. Reviewing how they solved the problem then provides good information on how effectively they operate as a team. Team discussion on the essential elements of successful teams then enables them to identify areas where their team structure, operations and relations can be improved or changed. Members then devise an action plan to tackle those areas.

After it has been run for the whole team, it can be run periodically for the new members of the team so that they are operating off the same information as the existing team members and can more effectively integrate with the team and perform to a higher standard.

It can also be repeated if there has been a very significant turnover of team members, either with a different activity or with team members who have completed it, taking on different roles in the activity.