

# Peak Pointers

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## Team Building

### Team

An energetic group of people who are committed to achieving common objectives, who work well together and enjoy doing so, and who produce high quality work.

### Team Building

The process of forming diverse individuals into a group who share common goals, objectives, and expectations, as well as a commitment to one another.

#### **Team building is appropriate:**

- for a new group
- for an organization with large numbers of new people
- when members appear to be going off in different directions when members seem bored or irritable
- when there is a great deal of conflict or infighting when members have been apart for awhile
- when you want to break from normal routine when you want to boost a group's team spirit

## Recipe for Successful Team Building

### Ingredients

- ✓ a block of uninterrupted time (2-4 hours)
- ✓ a comfortable, informal environment
- ✓ a relaxed, open-minded group of people
- ✓ a agenda of activities to stimulate growth, sharing, and bonding

### Mix Well

# Design for a New Team

## Step 1. Getting Acquainted

People who know each other tend to work better together than strangers. Incorporate getting acquainted exercises into your meeting as well as during a team building workshop. One example of a getting acquainted exercise is:

*Interviews - Group members pair up and interview one another for 5 minutes each. Partners introduce each other to the group, including everything he/she can remember about the partner*

## Step 2. Sharing Expectations

Groups where members have a strong understanding of officer, member, and advisor expectations tend to work more effectively together. Concrete position descriptions and volunteer contracts can help establish expectations, however it is also effective to discuss expectations. One easy format is:

*I Expect Exercise - Leader passes out 3x5 cards where members list expectations of the leader; officers, group members, and advisor Cards are passed in and expectations are listed on a chalkboard, discussed, and accepted or rejected as realistic.*

## Step 3. Clarifying Goals

Group members work better together when they share the same vision of where the organization is going. There is a higher degree of follow through and support for the group goals when members are given the opportunity to voice their ideas and concerns. People support what they help to create. Hold a group goal setting session. Review previous goals together and set the group's goals for the coming year.

## Step 4. Developing Working Relationships

Each member of an organization has his/her own working style. People with different styles can work effectively together as long as expectations are clear and they understand and accept each others individual style. One way to support the development of strong working relationships is to openly discuss these issues.

***Rap Session** - Discuss questions like:*

*How will decisions be made?*

*What are our individual working styles?*

*What are our individual ways of dealing with conflict?*

*How will we be assured everyone has the chance to speak?*

*How will we resolve differences?*

*How will we insure completion of our work?*

*How will tasks be delegated?*

*Adapted from Leader Bits, The University, of Kansas and University of Michigan Student Organization Development handout.*