

BUILD A SOLID TEAM



By Extend-a-Care for Kids

It's not just about cooperation, its about making every team member feel valued and important. You won't be able to get everything done without a great, solid team helping you along the way. So what do you do in order to build a strong team? A stong team needs to:

ALLOW FOR ALL TYPES:

Communicate that all personality types are valued. Personality tests are always a great way for the group to bond and see who is who.

PLACE THEM IN THEIR ELEMENT:

Put people in their element. Nothing motivates people like success, and putting people in position to do that builds confidence and momentum.

GIVE AWAY TRUST:

Empowering others is indicative of a secure leader. Showing a team that you trust someone else for a task gives them an opportunity to step up and keeps leadership from being insular.

DO STUFF TOGETHER:

There's no substitute for spending time together. Get your team loose by playing games, opportunities to praise one another, or just organizing social events. The team that plays together, grows together.

USE THE PRAISE SYSTEM:

Know incentives for staff. If they love credit, praise them publically. If they value family time, tell them to leave early this Friday. Knowing what motivates them helps effective management and moral.

BE OPEN TO NEWNESS:

The first rule of improve is "always say yes". Having a "yes" attitude to suggestions and improvements creates an open and free environment to share. Not every idea is a winner, but creating the right environment will bring the good ones to light.

BE PAIRED UP:

Don't be afraid to match experienced with new, introverted with extroverted. Once you know your team well enough to see traits, pair up areas of strengths and weaknesses to get a holistically better result.

CREATE ACCOUNTABILITY:

Knowing that they're responsible to the team, as well as the boss is a motivating factor. Great teams know their actions not only affect themselves, but reflect the entire program as well.

NOT LETTING OTHERS SINK:

If you see a staff member struggling, have a plan for improvement. Do they need a mentor, additional training, or a good ol' fashion pep talk? If you see someone having a hard time don't just wave to them as they're going down.

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SEE MORE AT: <http://naaweb.org/tip-of-the-week/item/60-10-tips-for-building-a-solid-team#sthash.J6wEvz5d.dpuf>

OPENING DISCUSSION

Which of these team-building strategies have you used or seen others use successfully? What was the outcome?

What stands out to you as you look at the strategies?

What questions or other thoughts do you have about the strategies?

APPLICATION ACTIVITY

At a staff meeting, discussion is focused on ideas for next month's activities. A number of ideas have been exchanged. Several of the staff members are very vocal, thinking his or her idea is the best some staff members are nervous to speak up, afraid that their idea will be turned down. What strategies might you use to ensure all your staff participate and have a voice in the discussion?

An employee that recently joined the team is being criticized by co-workers with seniority. Several of the senior staff barely speak and when they do it is negative and critical. While you are present, one senior co-worker makes a derogatory comment to another about the "newbie." How do you respond to the co-worker's comments?

CLOSING REFLECTION

Which one or two of these team-building strategies do you think you'd like to learn how to use successfully? How do you think using the strategy will impact your team's success?

If applicable, provide participants with the corresponding certificate of participation and if required ask them to complete the questions included on the certificate.

CERTIFICATE of PROFESSIONAL DEVELOPMENT



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_____ **PROFESSIONAL DEVELOPMENT HOURS, EARNED BY:**

CONTENT INCLUDED:

Allow for All Types • Place Staff In Their Element • Give Away Trust
Do Stuff Together • Use the Praise System • Be Open To Newness • Be Paired Up
Create Accountability • Not Letting Others Sink

FACILITATOR: _____ **DATE:** _____

| List three focus areas to help build a solid team:

- a.
- b.
- c.

| What are some ideas for praising staff? What is the impact of this approach?

| What is a benefit of giving away trust?