

Team Development Away Day - Outline Programme

Objectives

By the end of the Away Day, the team will have:

- Related those elements associated with high performing teams to their own team
- Reviewed how they work together and have identified and addressed any internal issues that are hindering or blocking higher performance
- Identified ways to work even better together and have had an opportunity to practise/ rehearse how they will actually do that
- Identified a set of 'who, what and by when' next step actions
- Had fun (!)

Pre-event

Title	Outline Content
Pre-event work	Joining Instructions to include: <ul style="list-style-type: none"> • All to complete the online Team Working Survey • All to consider what is important to them in relation to great team working – each to be prepared to either tell a story or share a core value/ principle that underpins great team work and share why it is important to them

Away Day - Outline Programme

Title	Outline Content
Introduction	<ul style="list-style-type: none"> • Team Manager/ Leader welcomes everyone and sets the context • Introduction – including overview of the day, aim, objectives etc.. • Team Expectations – A session to understand individual team member's expectations of the day
Exercise – Picture This	How does the team see itself? – working in pairs/ threes, invite the team to draw a picture that depicts how they view themselves. This exercise is used to explore further the current situation and will provide a platform from which the feedback report can be introduced and linked back to.
Break	
Team Working	<ul style="list-style-type: none"> • Sharing pre-work. Team working – my greatest learning about teams and what is important to me • Input on the 10 dimensions of high performing teams (the team survey competency areas) including linking it to the team's own beliefs about great team work, in order to help them understand the meaning and value of each dimension and where it fits

Team Working Survey	<ul style="list-style-type: none"> • A facilitated group of mini exercises to support the team to work through their feedback report in order to identify: <ul style="list-style-type: none"> ○ <u>Current strengths</u> – Which aspects of how the team currently work emulate high performing teams? ○ <u>Opportunities for development</u> – Where has the team rated itself low? ○ <u>Team agreement/ disagreement</u> – Where has everyone rated things the same and where do perceptions differ the most? ○ <u>Ideas for action</u> – Generate ideas – How can the team maximise and leverage their strengths and address weaker areas? ○ <u>Action mapping and prioritising</u> – Map out the things the team could erase, reduce, grow and start in order to be even more effective ○ <u>So what?</u> – What should the team be doing differently in the future? (consider over lunch)
Lunch	
Next Step Planning	<ul style="list-style-type: none"> • So what? – What should the team be doing differently in the future? • Either: <ul style="list-style-type: none"> ○ Identify 4 – 5 actions that will have a differentiating positive effect on how the team work and function together in the future or ○ Develop a set of ‘team rules’ that will underpin how the team will work together in the future
Team Activity	<p>This should be an experiential session using a relevant interactive outdoor/ indoor activity that would allow the team practise/ rehearse / test out their new ways of working in order to gain confidence in them.</p>
Activity review and next steps	<ul style="list-style-type: none"> • What learning came out of the activity? • How did our new ways of working hold up? Do they need fine tuning? • What could get in the way of embedding the new ways of working? How will we overcome/ prevent it? • What do we specifically need to do next (what, who and by when)?
Close	