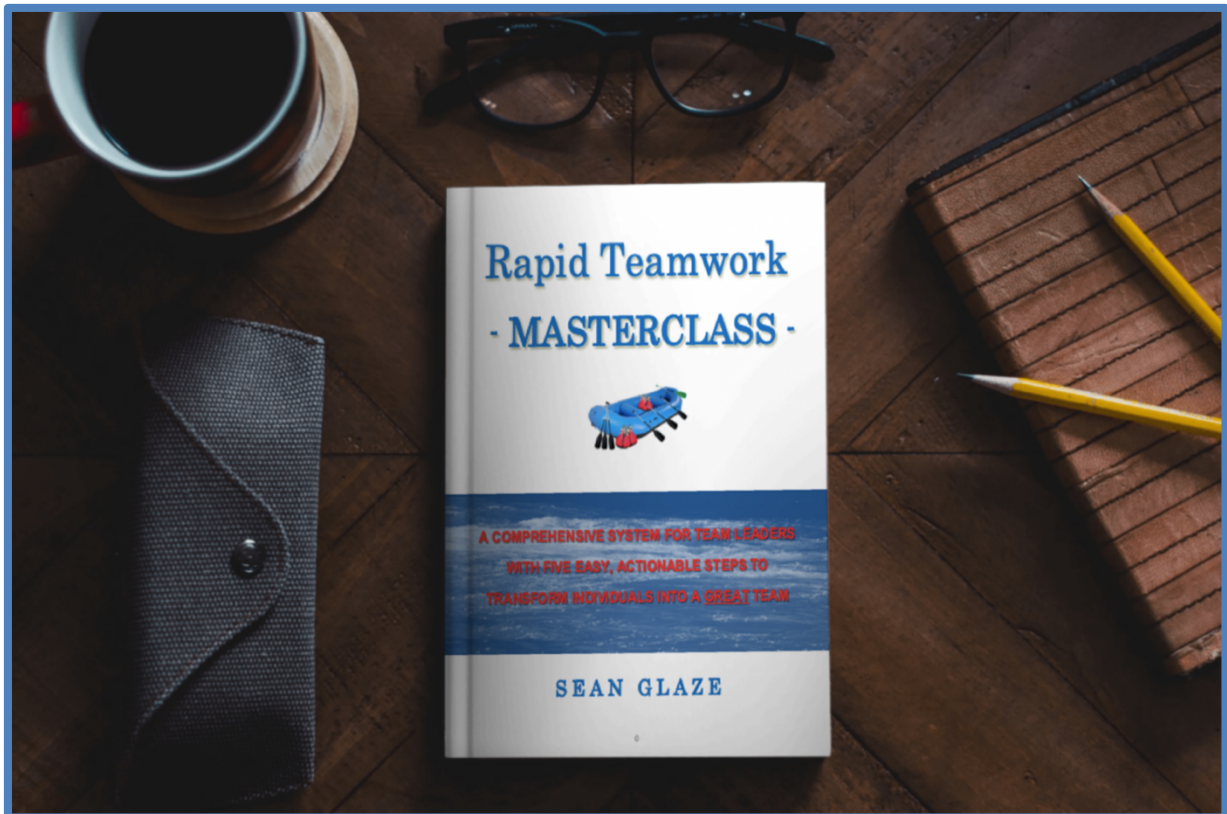


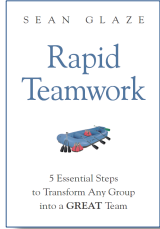
RAPID TEAMWORK

**MASTERCLASS CHEAT SHEET
AND TEAM ACTIVITIES!**



MASTERCLASS CHEAT SHEET

(5 THINGS TO FIX ON A BROKEN TEAM CULTURE)



G – GOALS & GEAR

Define a compelling common purpose and necessary equipment

R – RAPPORT & RELATIONSHIPS

Create connections among teammates to improve cohesiveness

E – EXPECTATIONS & ENCOURAGEMENT

Clarify team roles and responsibilities and provide support

A – ACCOUNTABILITY & ADJUSTMENTS

Inspire ownership and initiative and be flexible with your strategy

T – TOASTS & TRANSFER

Recognize and applaud effort and ensure others continue growing



SPECIAL REPORT:

Three Powerful Activities To Create a More Cohesive Team Culture

Hello! I'm so glad to share this information with you –

You've made a great decision to focus on finding powerful activities to improve your team's morale and cohesiveness.

Let's get started!



What does Great Teamwork look like to you?



The truth is, it may manifest itself in many different ways according to the setting and circumstances of the particular project your people have come together to complete.

For athletes or coaches, teamwork likely looks like sliding over to take a charge in the lane, finishing off a 6-4-3 double play to end an inning, back-setting to an outside hitter for a finishing volleyball kill, or just offering an encouraging comment in the midst of adversity.

If you are a school administrator or principal, you probably imagine it as seeing the collaboration of your faculty during planning time to create more impactful experiences for their students, by sharing ideas and about assessments and activities that have been successful.

If you are part of an office staff, teamwork may be the people working on a project identifying where their talents will be best utilized and completing their assigned portions on time, or maybe it is the way employees successfully lead a prospect through the steps of a purchase while providing a great customer service experience.

Whatever your situation or circumstance, Great Teamwork is something you can create when you stop focusing solely on your organizations' techniques and systems and begin to address the roles, and relationships between the people you depend on!

No matter how negative or uninspired your current group may be, the teamwork you imagine can become a reality for you, too...

For more than 20 years, I have been working with teams, studying and researching what works and what doesn't in bringing people together to work with improved commitment and morale. After working in sales, teaching in a classroom, and coaching dozens of different athletic teams with significant success, I've discovered a number of useful activities and lessons that get people on board and rowing in the same direction.

But if you were to ask me what the MOST IMPORTANT things I've done in my last few years of building teams, I would answer that it was using activities similar to the ones you will find below to improve the communication, cohesiveness and CULTURE of my teams...

Here we go...

IMPORTANT ACTIVITY # 1-

ASK THESE “TOP TEN” QUESTIONS:

Any team you become a part of – and certainly any team you are asked to lead – will be starving for the opportunity to get to know and appreciate their teammates better.

As you might have experienced, hunger can sometimes make people weak and unmotivated, or can even make them irritable and defensive... but while your own physical hunger is often easily remedied with a snack or meal, teams may suffer for the duration of their project or season from an unidentified and unsatisfied need to understand other members and build relationships.

The only way to satiate that hunger for rapport is to provide your people the time and opportunity to share their background, talents, and motivations with each other.

Whether it is a questionnaire you send out to members that can be discussed and shared later, or as a group activity where members pair off and then share responses with the group, the impact of giving your people the forum to express their personality and reasons for investment in your project cannot be overestimated.

All answers should be shared with the entire group present to allow for laughter and follow-up questions that may arise to build stronger bonds of understanding.

The key is to get them to do more than just show up – they need to open up and begin to feel a part of something bigger than themselves – and cared about as an individual.

The following suggested questions all encourage your team members to offer personal information or metaphorical thinking to help identify or explain issues that may need to be addressed in your organization.

Have fun with the activity, and also use the questions and your people's responses to both establish interpersonal connections and refocus energy on successfully working together and eliminating issues that may become obstacles to achieving group goals.

(QUESTIONS BEGIN ON NEXT PAGE...)

1. What two personality trait are you proudest to have inherited from your parent(s)?

2. On a typical day, does our team function more like a:
 - Shiny red Ferrari;
 - Double-decker tour bus;
 - Rusty old truck;
 - Limousine, or
 - Army tank

(Please also explain why...)

3. What is the most outrageous thing you've done for a friend?

4. The cartoon character I am most like is _____
because...

5. If our team is now under a spell cast by a powerful wizard-
who is the wizard,
what is the spell,
and what must be done to remove it?

6. What has been the most difficult lesson you ever learned?

7. In exactly three words, what is the most likely reason someone would want to join our organization?

...what is the most likely reason someone would leave it?

8. What was your favorite toy or possession as a child?

9. What do you want to be doing five years from now?

10. We will soon receive a \$5 million grant to help our company grow and prosper... How would you spend it?

The activity will require you to spend at least an hour of sharing with the individuals involved to allow for conversation and comments.

These ten questions are only a starting point, but hopefully provide you with a few ideas of questions that your team can discuss and use as a platform to build relationships and rapport amongst themselves.

Anytime you can get them together and talking about themselves and their desires or background, that is beneficial – and when your team is no longer starving for the rapport and emotional connections they truly need to develop trust and camaraderie, they will be able to produce the Great Results you desire!



IMPORTANT ACTIVITY # 2-

INDEX CARD ROLES AND NEEDS

While the “Ten Questions” Activity should be used early in your team’s “season” to allow participants to share their background, desires, and personality quirks, this second activity is most powerful if you conduct it after the individuals in your group have spent some time together or are at least marginally aware of each others strengths.

The activity will require at least an hour as well, and perhaps up to two hours, for each person involved will need to both complete the exercise and then have time to share those thoughts and digest the perceptions and suggestions of others.

The directions for the exercise are simple, and it will provide your group with invaluable insights from their peers in addition to supporting the sense of trust and interdependency that all great teams must have.

Have all group members involved (preferably a number between 4-14) arrange themselves in a circle and then do the following:

- 1. Give each team member a blank index card and a pen.**

- 2. Instruct them to write out responses to the following questions on the front side of the index card:**
 - a. What is your role on this team?**

 - b. What do you need from others to perform this role?**

- 3. On the back of the card, have them answer the following:**
 - a. What difficulties or concerns have you had with other members accepting their roles and responsibilities?**

 - b. What suggestions do you have for changes that would help you perform your role more effectively or would improve the team's overall functioning?**

- 4. After everyone has finished writing, go around the group and ask each person to discuss their front side responses.**

(Take a few minutes to clarify the responses, as group members should either agree with or suggest modifying the role each participant chooses according to the team's needs)

5. Continue by asking each person to discuss the comments they made on the back side of the card.

(Encourage listening and understanding during this stage especially, since blame or defensiveness can be common responses from those who are easily made uncomfortable.)



6. Next, ask each person to share their thoughts or feelings about the comments they heard from the back side of the other teammates' index cards.

Every member should be able to provide at least one response to support changes or adoptions from the ideas / suggestions presented. This is a key step in the activity, as it is where team members will respond to their peers' comments and perceptions, and it can be especially touchy if their behavior is listed as a concern or difficulty – but that is the purpose of this activity.

...Help to facilitate honest responses as you go around, thanking individuals for their thoughts and repeating comments as you feel needed, because without openness and honesty from each teammate, the activity will be less effective!

7. Finally, as a leader you MUST PUBLISH the roles, needs, and commitments of each team member, and then POST IT in a common area so it is seen and can be referred to by all team members often.

This is a terrific activity, and can ignite unbelievable performance and investment by your people once they feel their contributions and needs are valued and understood by their peers!

IMPORTANT ACTIVITY # 3-

PATH TO THE TREASURE ROOM

This is a more traditional teambuilding activity, but even though it is fun and there will certainly be laughter, remember that your group will move quickly from “ha-ha” to “a-ha!” when you take the time to discuss the lessons and insights the activity provides your team –

Materials: Twenty 8x10 sheets of thick paper
Masking tape
“ENTRANCE” and “TREASURE ROOM” markers
Squeaky toy
Map of the "safe" specified route

Objective: To get the entire team across the stones using only the "safe" path of stones and cross into the “treasure room.”



Directions: (Only the leader may refer to the map of the “safe” route.)

1- Leader will use the "Squeaky" toy only to sound when someone takes a wrong step onto a stone that is NOT part of the path combination.

2- Any team member that takes a wrong step must return to the back of the line and may not proceed until all other teammates attempt the path.

3- Team members take turns individually attempting to find the safe route across the floor of stones to reach the treasure room on the other side...

4- There is a specific combination of "12" mandatory safe steps necessary for each participant to cross the stones.

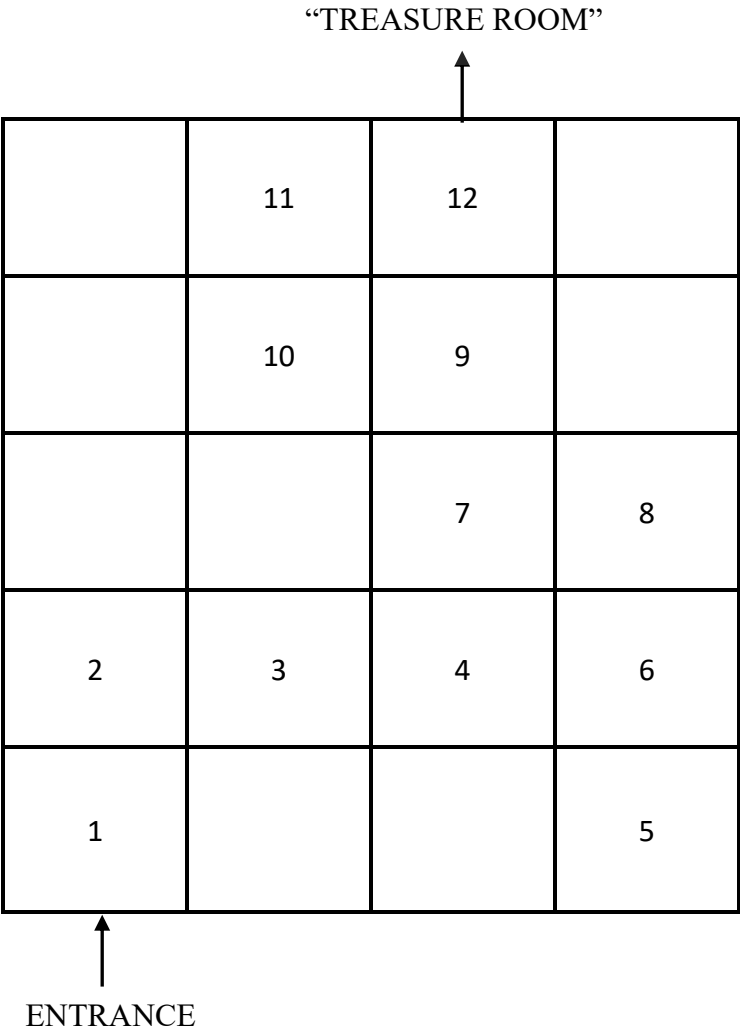
5- Only one person may be crossing the stones at any one time...

...As leader, you will provide the directions above and then say nothing until all team members have completed the activity successfully and are in the treasure room. Your only communication will be to “squeak” when they have miss-stepped and must go to the back of the line.

**A fun variation is to try the activity without talking to each other.
-this is a great time to point out the need for good communication!*

**Another variation is to blind fold one of the participants.
-this requires teammates to assist and provide one voice for all!*

Here is the "safe" route they must follow:



* **A REMINDER AND BONUS TIP FROM SEAN -**

FIRST, A REMINDER:

While the activities I have shared in this report are valuable tools that have been used successfully to help groups achieve a higher level of performance in the past, it does not mean that you will be able to achieve those same outcomes on your first try at it.

*A simple analogy for this would be that having
A good scalpel does not make you a surgeon.
Tools are obviously going to be more effective
when used by more experienced hands...*



Superior teambuilding activities, that are fun and demand cooperation in the midst of adversity become a microcosm of the year or season or project that your team will be facing. They strengthen your team before the storms of true adversity test your people and their relationships.

If you feel that your group would benefit from an event that incorporated activities like these, I hope you will consider allowing me the opportunity to step in as an experienced facilitator and assist your group with exercises to help them build trust and reach their potential together.

BONUS TIP: DO SOMETHING DIFFERENT TOGETHER!

One final bonus tip to share with you, though, is that a volunteer event or outing can also have a positive impact on your people, and can become a fun annual event for everyone involved.

Volunteer activities allow your team to interact in a fun and engaging setting separate from their daily experiences of the “office” environment, and there are literally hundreds of possible activities that could provide your people a chance to interact and spend time together.

They truly are starving to build relationships and rapport, and since they will likely be spending huge amount of time together (and depending on each other to accomplish your team objective) it is a great idea to invest in the team’s interpersonal health any way you can!

The main thing is that you, as a leader, should **find ways for them to laugh, eat, cooperate, and grow together** to make interactions in the “office” more pleasant and productive.

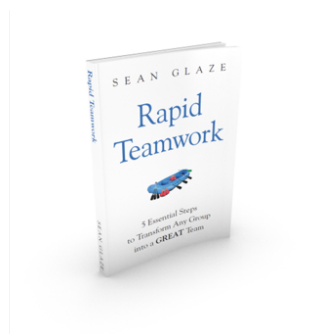


Volunteering as a group one afternoon to paint or clean a nearby area, or spending a weekend at a Habitat for Humanity build, is an easy way to get your people working together, enjoying each other's company, and providing some positive public relations photo opportunities!

But, if you want something with deeper impact, the **experiential games that I facilitate** can be a powerful way to bring your people together, to reveal issues that need to be addressed, and to encourage leadership development and role appreciation in all of your team members.

If you feel that your people need more than just time together, and know they would benefit from a more focused set of activities over the course of a half or full day event that was specifically to their needs and circumstances – you can always [contact me online!](#)

I am always excited to help identify and deliver the team building event, training workshop, or speaking engagement that will transform your group into a more productive TEAM!



Here's to you - building your team!