



Team Development Days for Staff Groups

Why a team development day ?

In today's fast changing environment, we need to collaborate effectively in groups and in our teams to achieve results to meet agency and legal requirements. Following restructuring of Adult Services and the resulting newly formed teams, a team development day provides an opportunity to:

- Enthuse and energise staff, to identify and gain ownership to goals and purpose.
- Work on problems in a solution-focussed way.
- Identify how best team members can work together to achieve these.
- Agree an action plan which provides a focus for the team for the coming year.

A newly formed team, perhaps with a newly appointed manager, provides both a challenge and an opportunity to working effectively and efficiently. A development day, held in relaxing surroundings, provides an opportunity to focus on key issues which are likely to affect the team and at the same time agreeing concrete actions so that the 'buzz' of the day is sustained in the work of the team in the following months.

Planning and follow-up is key to the success of any team development day and a planning and follow-up session is included as part of the overall programme. This provides an opportunity to identify progress and monitor any obstacles in the implementation of the team action plan.

Structure of Team Development Days

Each team day is planned in line with the specific circumstances and requirements of the team in mind. The preparatory session is held with the Team Manager and other key stakeholders and identifies the key issues for further focus during the development day. It is suggested that a 'stakeholder' group of individuals within the team is formed in advance to ensure ownership of the team development process. This group should include key stakeholders, including administrative staff in the team development process.

A possible programme may include:

- Getting to know each other and our potential contributions to the team – a light hearted but safe warm-up exercise.

- Our core values – drawing on the Telos 'Valuing Ourselves' day, participants explore their core professional values and how this can be embedded in everyday practice.
- Our goals, purpose and the links with our team operation in line with agency requirements. How will we know when these are being achieved ? Potential input from Team Manager and Senior Manager where possible.
- The change/improvement process – using the Plan-Do-Study-Act approach.
- Defining – and working on the 'wicked issues' - a solution-focussed approach.
- Developing the team action plan.

Note: Occasionally it might be impractical to bring together the whole team for a complete day. In these circumstances it may be possible to work over two half days.

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