



# **Team Building**

Teamwork is a part of our lives whether its, at home in the community or at work. We are often expected to function as part of a team. One effective way to enhance teams is through team building training sessions. These sessions can educate teams about the stages of team development, foster cohesion and reliance among team members. Help them appreciate the diverse personalities they work with. By focusing on these aspects team building can greatly improve morale and functionality, within your team.

During this workshop participants will have the opportunity to delve into aspects of teamwork and learn how to become team performers. The session can be customized to suit your organizations needs by incorporating games, activities or educational facilitation.

#### Course Overview;

The first part of the day will be dedicated to getting acquainted with participants and discussing what will be covered during the workshop. Participants will also have the chance to identify their personal learning goals.

## By the end of this workshop participants will have the ability to;

- Explain what a team is and identify factors, for its success.
- Understand the four phases of team development according to the Tuckman model (Forming, Storming, Norming and Performing). Describe the characteristics of each phase.
- Recognize the three types of teams.
- Discuss actions for leaders and followers during each phase of team development.
- Explore team building activities, including their uses, benefits and disadvantages.
- Describe team building activities for specific settings.
- Implement strategies, for conducting team meetings.
- Utilize problem solving techniques using the Six Thinking Hats model and employ a consensus building approach to tackle team issues.
- List recommended actions that teamwork while also identifying behaviors to avoid.

## **Defining Success**;

During this session participants will gain an understanding of what constitutes a team and why fostering teamwork's crucial in a workplace setting. Additionally, they will be introduced to Tuckman and Jensens Four Phase Model.

## Types of Teams;

In this session participants will explore types of teams. How they differ from one another.

### The First Step, in Team Development: Forming

Afterward participants will understand the characteristics of the forming stage and how each team member contributes to the process.

#### The Second Step in Team Development: Storming

During this session participants will be familiarized with the aspects of this stage. Analyze where leaders and followers fit into it.

#### The Third Step in Team Development: Norming

In this session the team should have been. Everyone has their assigned roles. Progress towards objectives has. Goals have been set. Individuals are now actively working on their tasks.

## The Fourth Step in Team Development: Performing

This workshop focuses on highlighting the distinguishing features of this stage compared to stages.

## **Team Building Activities**

Participants will explore both the advantages and disadvantages of team building activities. They will also learn factors to consider when planning activities.

#### **Making the Most out of Team Meetings**

During this session participants will gain insight into how time and location impact team meetings effectiveness, in aligning with meeting goals.

### **Working Together to Solve Problems**

During this session attendees will gain knowledge on problem solving techniques as a team. We will explore the concept of wearing thinking hats engage in brainstorming exercises and aim to reach a consensus.

#### **Concluding the Workshop**

As we near the end of the course participants will have the chance to seek clarification by asking any remaining questions they may have. Additionally, they will be encouraged to complete an action plan that summarizes their takeaways and outlines their steps.

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