



# Strategies To Create An Effective Working Team

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# PARKING LOT

Put ideas here to be discussed at a later meeting or time




# CONSENSUS STRATEGIES

## Jot Thoughts

WHAT: A way to brainstorm and get all possible ideas on the table/to ensure all voices are heard.

HOW: Explain the topic to be discussed.

All team members write 1 idea/sticky note

Stand around table with notes

Go around table and take turns adding 1 note.

If anyone has a similar idea snap it on top

Continue until all ideas have been shared.

Discuss outcomes and make a decision

VARIATION: Give everyone 5-10 coins

Use to vote on preferences in order to make a decision

## Coloured Cards

WHAT: A particularly simple and effective strategy for making a series of decisions (such as the elements of new plan to be agreed upon)

HOW: Give all team members 3 strips of coloured cards (red/orange/green)

Read the statement to be decided

Team members hold up their cards

Green = I agree

Orange = I need more information

Red = I disagree

Ask anyone with orange or red what info or changes they need to agree OR listen and do not move forward with that point

## Sticky Dot Voting

WHAT: A good strategy to get opinions in a way that encourages all opinions

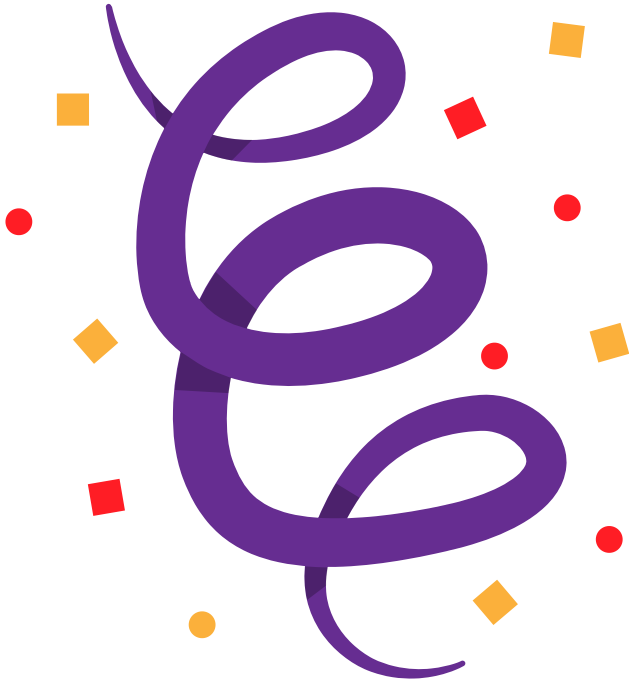
HOW: Give everyone in the team 5-10 sticky dots

Put options out on cards or around room

Team members can use dots to vote in whatever way they wish ie. more than one dot on items they feel passionately about.

Use dot patterns to identify popular options and discuss in more detail to make a decision

# HOW TO ADD A LITTLE FUN TO MEETINGS









## Pat on the Back

Give team members a hand template - get them to tape to each others backs. Give 5 mins to go around and write positive comments on each others hands. Each member take off at the end to read comments for themselves.



## M & M Game

Each person takes one M & M or other lolly/chocolate from the bowl

-  = a movie or tv show you love
-  = something you are grateful for
-  = something you can't live without
-  = something you enjoyed today
-  = your next holiday destination
-  = how you like to relax

## Drawing & Listening

Form pairs. Sit back to back. Give one of each pair a simple picture. One person give verbal instructions to the other in order to replicate the picture. At the end compare pictures and listening skills.

