



Navigators

June 18, 2001, 1:30-4:00pm, The Harbor Rm.

Agenda:

- ✧ Team Development Program – Support Organizations, June 22nd
- ✧ Agenda for “Team Development Clinic”
- ✧ Assign Facilitators to Agenda Items...

Team Development Clinic ~ Agenda

(Approx. 30-40 participants)

Facilitators: (7 Navigators)

- Greg
- Jack
- Lucy
- Kurt
- Erica
- Lisa
- Bob
- Cathy (Safety 101)

8:00am: **Opening Activity** – Word Find (Donuts, Juice, Coffee) Facilitator(s): **All**
(File: G:\Navigatr\NWT Program\Support Org Clinic\Clinic Agenda Slides.ppt)

- Introduction, Agenda, Objectives **Greg**
- Table Mix-up: 3-4 Individuals/tbl...no two from same dept.
- Table ‘Identity’ Activity: **Greg**
 - Table Name & Motto (Theme: C.I./ Support/ Team)

8:45am: **Continuous Improvements Focus**

(File: G:\Navigatr\NWT Program\Support Org Clinic\Continuous Improvement.ppt)

- Slides 1-14: Continuous Improvement = Change **Jack**
- Slides 15-19: 1st Principle: Process Creates Results vs. Results Only **Kurt**
- Slides 20-23: 2nd Principle: Total System Focus vs. Functional Focus **Lucy**
- Slides 24-33: Non-Blaming/Non-judgemental vs. Critical & Blaming **Bob**
- Slides 34-42: Internal Customer = Natural Work Team **Lisa**
- Slides 43-46: On a “Muda” hunt...Team Development Program **Greg**

10:15am: BREAK (15 minutes)

10:30am: **NWT Program Norms/Expectations**

- Team Development: Communications (~20 min) **Erica**
 - Effective Listening **Erica**
 - Communication Barriers Facilitating
 - Feedback...Positive...and for Improvement table presentations:
 - Team Development: Participation in Meetings (~20 min) **Kurt**
 - Task Needs & Meeting Code of Conduct **Erica**
 - Process Needs & Meeting Code of Conduct Facilitating
- Lucy**

- Working in Teams (~15 min)
 - Advantages/Challenges
 - What Teams Need...Team Success Factors

Erica
Facilitating
table presentations:
Erica

11:30am: Team Development: Respect in the Workplace (~ 30 min)
(Table Mix-up: Activity – 1 Similarity, 4 Uniqueness?)

Lisa/Erica

- SAM Concept
- Tolerance Scale
- Sculpt-a-Team (part A)

Lisa
Erica

12:00pm: LUNCH – *Conversation Starters*

12:30pm: Metrics 101 (~20-25 min each topic)

- Safety
- Quality
- Schedule Attainment
- Productivity
- Profit & Loss Statement

Cathy
Bob
Jack
Greg
Kurt

2:30pm: BREAK (~10-15min) (*Ice Cream...provided by Mike Knutson*)

2:45pm: Outdoor Team Activities

Round	Approx. Time	Group A (7-8 indiv)	Group B (7-8 indiv)	Group C (7-8 indiv)	Group D (7-8 indiv)
#1	~15 min	Moonwalk	Raft	Trolley	Cont. Improv.
Facilitators		Lucy, Erica	Jack, Bob	Kurt, Greg	Lisa, Jan
#2	~20 min	Balloon Stampede (w/C)	Canyon Crossing	Balloon Stampede (w/A)	Moonwalk
Facilitators		Lisa, Lucy	Bob, Kurt	Lisa, Lucy	Jan, Greg
#3	~20 min	Canyon Crossing	Balloon Stampede (w/D)	Raft	Balloon Stampede (w/B)
Facilitators		Bob, Kurt	Lisa, Lucy	Jack	Lisa, Lucy
#4	~20 min	Air-Mail (w/ D)	Trolley	Canyon Crossing	Air-Mail (w/ A)
Facilitators		Lucy, Jan, Lisa	Erica	Bob, Kurt	Lucy, Jan, Lisa
#5	~20 min	Raft	Air-Mail (w/ C)	Air-Mail (w/ B)	Canyon Crossing
Facilitators		Jack	Lucy, Jan, Lisa	Lucy, Jan, Lisa	Bob, Kurt
#6	~20 min	Stepping Stones			
Facilitators		All			

~ 4:15pm: Conclusion/Debrief

- Activity: Take-Aways
- Sculpt-a-Team (part B)