

**Team Time**



1



2



3



comedywildlifephoto.com

4



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6





## The Clearing

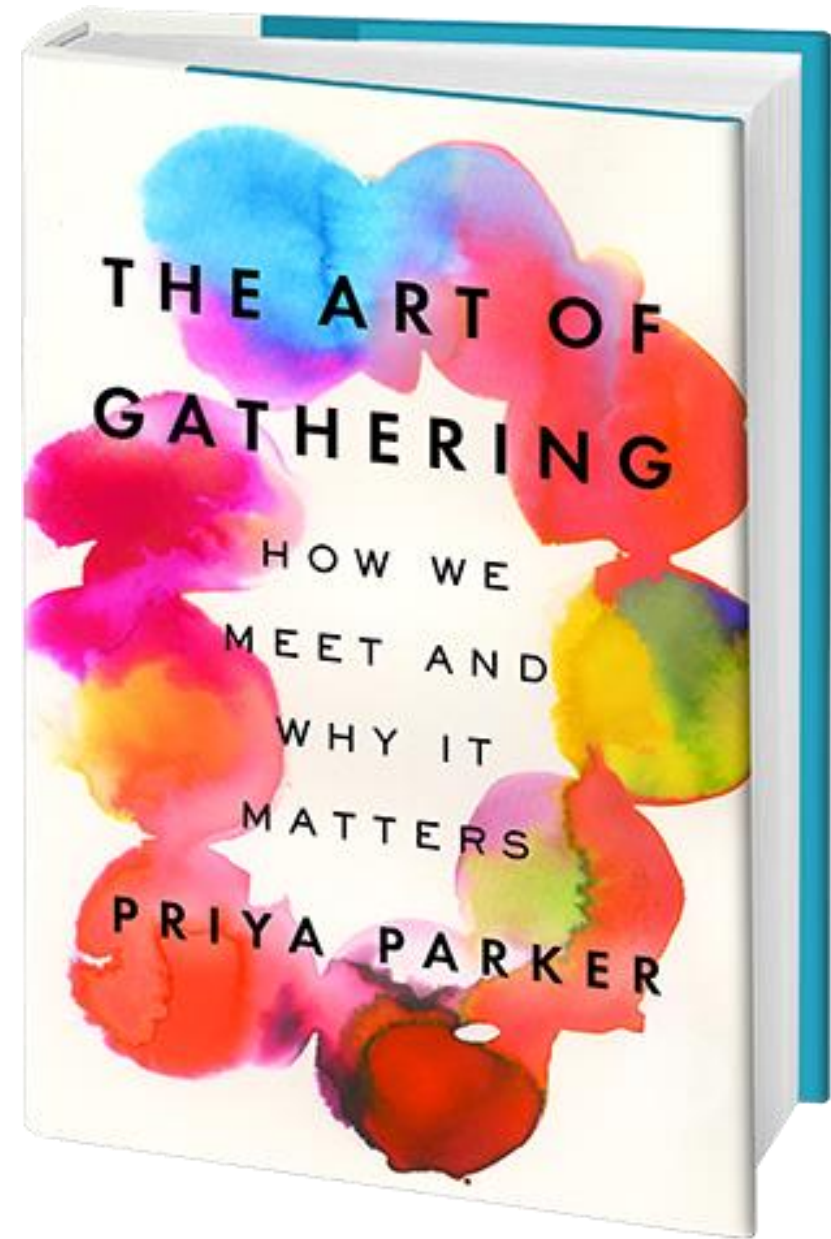
# Team Intentionality

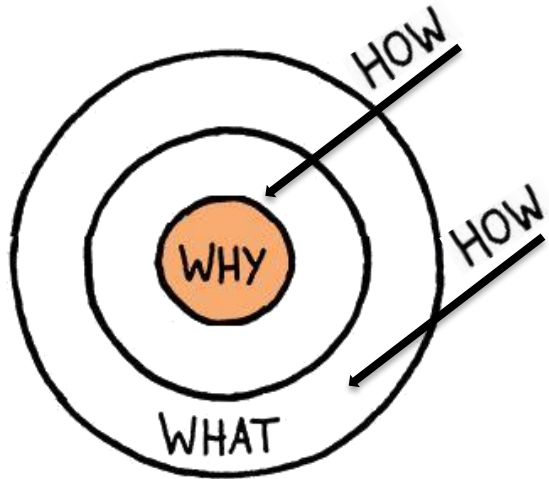


# Commit to a Bold, Sharp, Purpose

*There are so many good  
reasons for coming together  
that often we don't know  
precisely why we are doing so.*

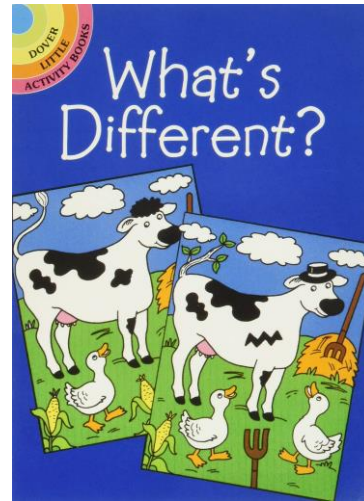
*~Priya Parker*





## Move From What to Why

*“When clients or friends are struggling to determine their gathering’s purpose, I tell them to move from the what to the why.”*




## Reverse Engineering

*“Think of what you want to be different because you gathered and work backward from that outcome.”*

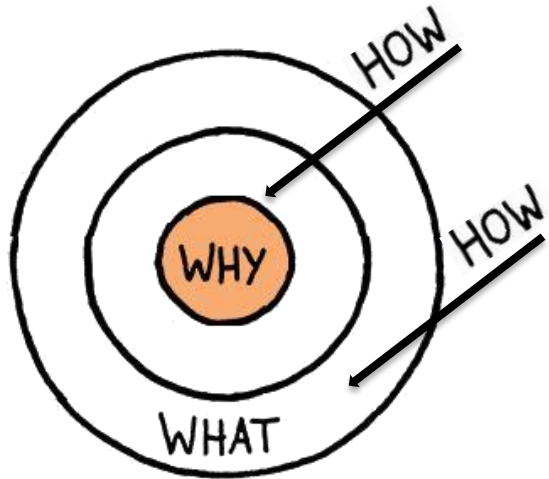


## Exclude with Purpose

*“You will have begun to gather with purpose when you learn to exclude with purpose. When you learn to close doors.”*

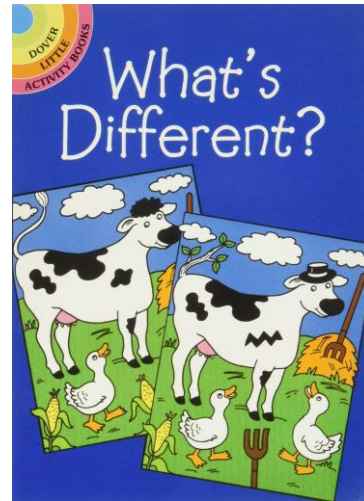


Now it's your turn!



## Move From What to Why

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# Team Strategy





**People**  
Who we are



**Purpose**  
What we do (mission)



**Progress**  
Where we're going (vision)



**Values in Action**



# The Three Ps



## People

- What three adjectives describe our team?
- Why would someone want to work in our team & want to stay working in our team?
- For what expertise/value added are we known?
- If you were to start your own company, on what three values would you build it?
- What's something our team does that you find really interesting?
- How has our team evolved or changed because of our work and our skillset?
- What regular and/or standardized processes do we need to help ensure our success? Why?




## Purpose

- How would you describe our team's purpose?
- How would you describe our team's priorities?
- What directly contributes to our success?
- What is possible when we deliver our best work?
- Why do customers/partners love working with us?
- What is a tagline that describes our approach to customer or client experience?
- What is a phrase that describes the "special sauce" to our success?



## Progress

- What two goals would you like to see us accomplish in the next year?
- How do the results of our team make us an indispensable asset to the organization?
- What makes forward progress hard? What changes do we need to make to remove these roadblocks?
- If you could make any changes tomorrow, no constraints, what would you do?
- Looking ahead, what do you think will happen in the future that could affect our team and/or our work?
- What is a newspaper headline that we'd want to read about our team in 2 – 3 years?



Now it's your turn!

# The Three Ps



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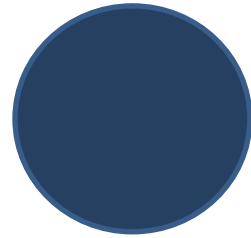
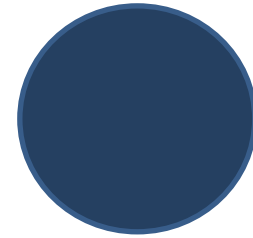
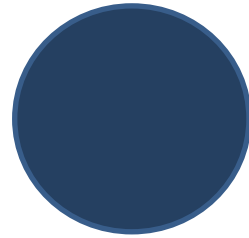
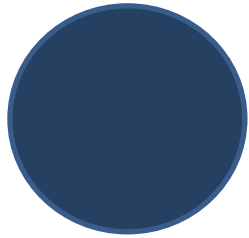
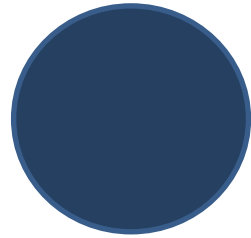
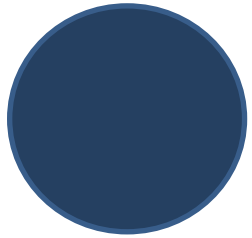


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# People: **Who We Are**

We are bridge-builders that support leadership's ability to provide efficient & effective administration.



Name	Name	Name	Name	Name	Name
<b>Supervisor</b>	<b>Title / Focus Area</b>	<b>Title / Focus Area</b>	<b>Title / Focus Area</b>	<b>Title / Focus Area</b>	<b>Title / Focus Area</b>
Focus Areas:	Focus Areas:	Focus Areas:	Focus Areas:	Focus Areas:	Focus Areas:

# Purpose: Who We Do

**Mission: To fuel our mission through executive leadership and support, communications, and organizational development.**



## Leadership Support

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Provides leadership support to maximize results and cross-org coordination.

Portfolio Projects:

- Project 1
- Project 2
- Project 3

Special Projects:

- Project 1
- Project 2



## Communications

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Manages communications to ensure a cohesive, collaborative, and coordinated message and brand.

Portfolio Projects:

- Project 1
- Project 2
- Project 3

Special Projects:

- Project 1
- Project 2



## Strategy & Org Development

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Oversees a mix of portfolio and special projects that enhance engagement, efficiency, and effectiveness.

Portfolio Projects:

- Project 1
- Project 2
- Project 3

Special Projects:

- Project 1
- Project 2

# Progress: **Where are we going**

Vision: To foster an internal culture that makes this organization a best place to work



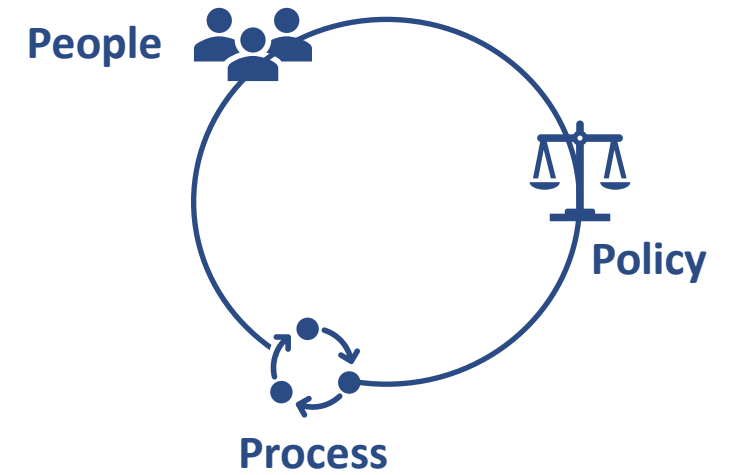
CRISIS MANAGEMENT

PROACTIVE MANAGEMENT



# Progress: Where are we going

Vision: To foster an internal culture that makes this organization a best place to work



1

## System Transformation

Create and implement an enhanced Management System

Process



2

## Staffing and Position Support

Implement an organizational-wide workforce initiative, including hiring, onboarding, training, and performance

People



3

## Cross-Org Collaboration

Leverage talent and resources across the organization to improve CX, EX, and mission-driven outcomes

Process & People



4

## Outcome-Driven Policy and Process

Examine internal and external policies for mission-alignment and impact. Prioritize and implement improvements.

Policy



5

## Create Transformative Education

Deliver best-in-class educational initiatives that transform awareness and result in mission success.

Policy & People





# Values in Action



# Team Change



# Change

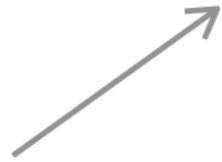
**D** **x** **V** **x** **F** **>** **R**


**Dissatisfaction**

**Vision**

**First Steps**

**Resistance**





Now it's your turn!

# Change

**D** **x** **V** **x** **F** **>** **R**

**Dissatisfaction**

**Vision**

**First Steps**

**Resistance**





# Virtual and Hybrid Teams



# Teams Reconceptualized



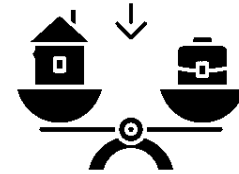
**Equity**



**Connection &  
Collaboration**



**Performance**



**Work and Life**

Work-Life Balance



Work-Life Integration



Holistic Support

*\*Mindful transitions*

# Teams Reconceptualized



Video fatigue is real

## 1 Excessive Eye Contact

- Take Zoom out of full-screen mode.
- Reduce size of window relative to your monitor.
- Increase space between you and screen (remote keyboard, for example).
- Put a blank Word Doc over screen .

## 2 Constantly Seeing You

- Hide self view when possible. Use another window to cover up your view if needed.

## 3 Reduced Mobility

- Think about how to reorient your space.
- Use external camera if possible.
- Set rules to turn camera off.

## 4 Higher Cognitive Load

- Give yourself an audio-only break; face away from the screen when you do so.



# Team Time Toolbox

An abstract graphic on the right side of the slide. It features a dark blue background with numerous overlapping, semi-transparent squares and rectangles in various shades of blue, green, and yellow. Some squares are solid, while others are outlined. Thin white lines connect some of the squares, suggesting a network or flow. There are also some small white starburst or spark-like effects scattered throughout the graphic.

# Team Time Toolbox

## Team User Guide

- Name, Common Assessment Results, Years with Org, Current Position
- How do you define your “style”?  
(4 – 6 adjectives, with a 1-2 sentences to describe what the adjective means)
- What are your top values?
- What tests your patience?
- How to best communicate with you?
- How to best offer/provide help to you?
- What people misunderstand about you?



User Manual  
Template



# Team Time Toolbox

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## Assessments

- StrengthFinders (cost)
- SparkType Assessment (free)
- **Email-based Strength Assessment (free)**

# Team Time Toolbox

## Museum Tour

- [Smithsonian Museums](#)
- [Musee d/Orsay, Paris](#)
- [National Museum of Modern and Contemporary Art, Seoul](#)
- [Van Gogh Museum, Amsterdam](#)

Give 15 – 20 minutes to explore individually

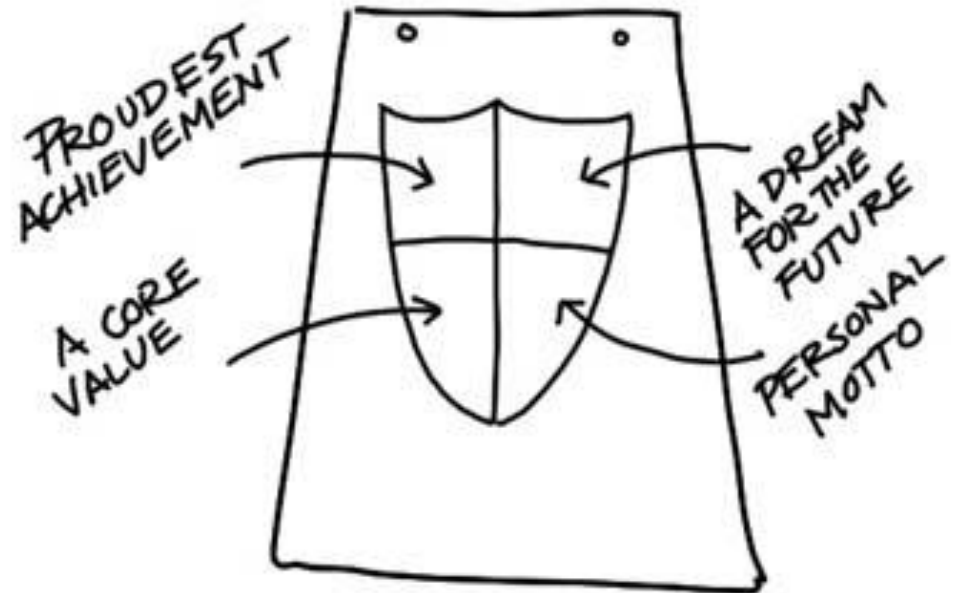
- What piece resonates with you?
- Which do you think resembles our team?

Share reflections for 20 – 30 minutes

# Team Time Toolbox

## Games

- **Mind Meld**
- **The Question Game**
- Jackbox Games – [Quiplash](#)
- [Lexulous – Scrabble](#)
- [Typing Test](#)
- Two Truths and a Lie
- Escape Room
- Charades
- Coat of Arms
- Scavenger Hunt
- Common Thread
- Pictionary
- [Spreadsheet Battleship](#)





# Team Time Toolbox

## Meetings

- Morning Huddle
- Monthly Ted Talk
- Weekly or daily question
- Incorporate social time before/after meetings

## Discussion Topics

- Last thing ordered online
- Recipe/favorite meal sharing
- Favorite book/movie/show
- Share a meaningful picture (or a picture that makes you happy/motivated, etc.)
- Meme-theme check-in
- Tour of working space

# Team Time Toolbox: Question Bank

1. Who (or what) has influenced you most when it comes to how you approach your work?
2. What's a mistake you made early on in your career, and what did you learn from it?
3. What energizes you at work?
4. What drains you?
5. What's one thing that surprised you about working at your organization?
6. What's your biggest work pet peeve?
7. What's a misperception people have had about you?
8. Name a behavior or trait that is a strength of yours
9. What was your first job?
10. What's one hobby you'd love to get into?

# Team Time Toolbox: Question Bank

11. What is a movie, show, or song from your childhood that had a significant impact on you?
12. If you could snap your fingers and become an expert in something tomorrow, what would it be?
13. What's one of your favorite memories from the past year?
14. What's something you've done that most people wouldn't guess you've done when they first meet you?
15. What's one thing you're learning now, and what is important about it?
16. Who would play you in a movie about your life?
17. What was your first concert?
18. What's a destination on your must-visit list?
19. What's a go-to karaoke song?
20. What's the weirdest food you've ever eaten?

**Thank You!**

