



## ***Bite Sized Events***

# Creative Teams

Teams can deliver both the best and the worst of human interaction. A high-functioning team provides true synergy – more than the sum of the input from its individual members. A poorly functioning team will be pulling in so many different directions that the few achievements it makes are likely to have negative impact. For a team to be effective it has to be creative – to produce *something* that didn't exist before the team's intervention. The aim of this bite-sized session is to give a team the tools and techniques it needs to deliver creatively.

## Goals

- To gain an understanding of the nature of teamwork and its limitations.
- To explore how we all block the contributions of others, in order to avoid this tendency in the future.
- To understand the contribution of trust and communication to effective teamwork.
- To gain a broad feeling for your own personality type, and how it will make you react to others.
- To experience simple techniques that improve team process and team state of mind.

## Outline

- **Introduction** – who the speaker is, why we are here, warm-up exercise exploring team interaction
- **Why bother?** – Why we need to do something about teamwork, driven by the participants own ideas.
- **Can anything be done?** – Can teamwork be artificially improved? The six key features: trust, communication, overcoming blockages, understanding personality differences, process management and fun.
- **The limitations of teams** – Teams aren't best at everything, so before launching into making teams work better we need to know where a team can get in the way
- **The blockers** – It is also essential to have a good understanding of the way team members block contributions from others to be able to spot and overcome this very natural tendency. An interactive session building a spotter's guide to blockers.
- **Trust and communication** – Without trust and communication it's impossible to work together effectively. A short exercise demonstrating the impact of trust and communication and exploration of the factors that can build both.
- **Why are they like that?** – Our personality types tend to make us suspicious of the input and approach of others. Without taking on the baggage and complexity of a full-blown personality type indicator, attendees can get a good grasp of their own tendencies, and share these with the group.

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- **Process and state of mind** – The final section of the event looks at the first practical steps to more effective teamwork. By applying a more structured approach to team effort, and by giving using simple techniques to enhance the state of mind of the group, any team can function more effectively. As part of this section the group will try out a sample exercise designed to enhance team-building state of mind.

## Practicalities

The *Creative Teams* bite sized event lasts 1½ to 2 hours. It can be staged in theatre style seating for any number of attendees, but if a horseshoe format is practical then it is preferred. The location should have a data projector, pads and pencils for attendees, and enough open space for all attendees to be able to stand in that open space (this could be in an adjacent room or corridor). As always, we can quote for provision of resources, but many clients find it more cost-effective and convenient to provide them.

Recommended books: *Instant Teamwork* as a resource book, which can be shared by a team. This is an optional extra, but we strongly recommend it as a way of maximising the transfer from the training event to the workplace.

## Handouts

Rather than provide conventional PowerPoint slide handouts we use mind maps that put the information across in a more compact and powerful fashion. However, should you decide after the event that you would also like PowerPoint handouts, these can be provided.

## Pricing

Bite sized events are priced at £800+VAT, assuming the client provides the venue, projector and housekeeping resources. The only other costs will be travel expenses for the presenter (first class rail or Inland Revenue mileage 40p/mile) and optionally cost of books for attendees. *Instant Teamwork* is an ebook with a list price of £4.99, but we can offer it at with significant discounts for bulk purchases.

## Presenter

Your presenter will be agreed in advance. All our presenters are experienced managers, not just trainers. In the unlikely event that the agreed presenter is not available due to illness we will offer the choice of a backup presenter or rescheduling.