

Creation of effective teams

Workshop offer

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About workshop

The aim of the workshop is to help teams define their mission, goals, values and principles of cooperation - that is, key elements of organizational culture - and to translate them into everyday tasks.

Structuring elements of organizational culture allows the teams to function more efficiently (they know what the mission of the company/team is and what the measurable goals are that they strive for), make decisions in accordance with the policy of the team and/or organization - depending on its size (they know what the values and what the implications are for the daily work of their team), develop themselves and the team (knowledge of the business goal allows the team to make decisions that support its implementation).

In the case of organisations with a more complex structure (many teams), the workshop should be conducted first in relation to the mission, vision and goals of the organisation, and then with individual teams.



Team at the workshop • Source: own materials

Who's the workshop for?

- for newly formed units
- for existing teams that do not have a structured and written organisational culture and/or purpose,
- for teams that want to optimize their work by refreshing their mission, values and their translation into everyday work,
- for fast-growing organizations that need support to scale up their culture,
- for teams that "feel" that there is a problem somewhere but don't know where. ;)

"The workshop led by Project: People team helped to recall the motivation behind the team building and the journey the company

had taken from its inception to its current point. Finding a team "Why" allowed us to condense into one sentence how we see ourselves as a company, what we give, and our most important value to follow. In addition, the definition of this one sentence provides the opportunity to identify the moments when the company deviated from its course, and is the first step to find the necessary changes and suggest what we should improve so that these errors don't occur again in the future.

During the workshop you can learn how other team members see the future of the team and the direction in which they would like it to go, determine the objectives and tasks to be carried out to achieve them.

For me, the greatest value of the workshop was to collect these little thoughts from each of the team members, which are always there, but get lost during everyday work. The simple tasks given by the facilitator, the supplementary questions and additional discussions lead to putting everything together and the team, knowing its goal and its "why", gets a motivational kick out of doing it - as well as or better than before.

Kamil Koziół @maise

UX/UI designer, workshop participant

Details

- **Duration:** 2 days x 6h
- **Group size:** max. 10 persons / 1 moderator

Additional tools & materials

- Team Canvas Basic
- ValuesPoker (<https://valuespoker.com/>)

Offer

	Cost
Workshop (full version) 2 days, 2x6 hours, max. 10 people	9 000 PLN net
Workshop (minimum version) 2 days, 2x4h, max. 10 people	7 000 PLN net

Program

The programme is divided into 6 modules and includes two days of joint workshop work. It is implemented in Mini mode (two days x 4h) or Full mode (two days x 6h).

The main difference involves the module on objectives. In the mini version we have the Common Goals block, and in the Full Common Goals & Personal Goals version, where we not only discuss team goals, but also personal goals. Such a combination will allow us to plan not only the development of the group, but also the development of individuals, e.g. by supporting the internal motivation of individual members of the group.

Team Canvas

- **What is the definition of a perfect team?**
- **What is the most important thing for a team to work effectively?**
- **How to build a team... together with a team?**
- **5 most important components of a good team**
- **What is Team Canvas tool? When is it worth using?**

People & Skills

- **How often do we not know what we do and what we can do? So the difference between position and skills**
- **What competences do we have in the team?**

Purpose

- Why do teams need their mission and vision?
- The theory of the golden circle
- Why do all teams have to have their own "Why? How? What?"
- What is our "Why"? Mission and vision of the team

Common Goals & Personal Goals

- Why do teams need a common goal?
- What is our team goal and what do we have to do to achieve it?
- Guide to OKR
- Why should team and personal goals correspond with each other?
- Personal objectives and their achievement

Values

- Does your team have any... values?
- Why is it better for the team to be aware of its values?
- Values and their impact on business
- What are our values?

- **How do values translate into our daily work?**

Rules & Activities

- **Do we need a contract outside the training room?**
- **Is it worth agreeing on the rules of cooperation?**
- **What do you have to do in the course of the year, start doing today - planning activities after the workshop**

Scenario - full version

Day 1 - 6h

- **Introduction to Team Canvas**
- **Team Canvas - People & Skills**
- **Team Canvas - Purpose - Mission & Vision in a nutshell**
 - The theory of the golden circle - Why? How? What? - Translating into Mission, Vision & Purpose
 - Preliminary definition of "Why" of the team - Mission & Vision
- **Team Canvas - Common Goals**
 - Roadmap of the team/organisation's objective
 - Annual target? OKR

Day 2 - 6h

- **Team Canvas - Personal Goals**
- **Team Canvas - Values**
 - Prioritization of values
 - "What do they mean to me?"
 - Translating values into everyday work
 - Value measurement

- Is it worth it?
- How's it going with you?
- Negative signals - contingency plan
- Translation into tasks
- **Team Canvas - Rules & Activities**
 - Step-by-step action plan
- **Workshop summary**

Scenario - minimum version

Day 1 - 4h

- **Introduction to Team Canvas**
- **Team Canvas - People & Skills**
- **Team Canvas - Purpose - Mission & Vision in a nutshell**
 - The theory of the golden circle - Why? How? What? - Translating into Mission, Vision & Purpose
 - Preliminary definition of "Why" of the team - Mission & Vision

Day 2 - 4h

- **Team Canvas - Common Goals**
 - Roadmap of the team/organisation's objective
 - Annual target?
- **Team Canvas - Values**
 - Prioritization of values
 - "What do they mean to me?"
 - Translating values into everyday work
 - Value measurement
 - Is it worth it?

- How's it going with you?
- Negative signals - contingency plan
- Translation into tasks
- **Team Canvas - Rules & Activities**
 - Step-by-step action plan
- **Workshop summary**

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