

Tools for Team-Building: Activities that Foster Positive Staff Dynamics



Presenters

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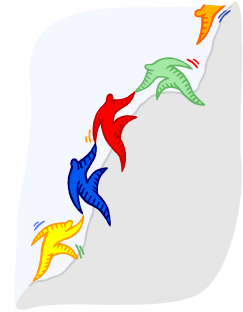
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Team-Building Activities



TEAM-BUILDING GAMES

Ice breakers

- ◆ Purse/pocket Scavenger Hunt: Groups of 3-8 participants use the list (attached) to try to find as many items on the list as possible in 5 minutes. This one was played at the CAEYC workshop.
- ◆ Who am I?: The leader places stickers on each participant's back with the name of a famous character on them (Mickey Mouse, George Washington, Rachel Ray, etc). Participants ask other staff members questions about their character. Staff may only respond with a "Yes" or "No" answer. Participants should ask as many staff as possible until they get it right. Once staff have guessed correctly, the sticker can be moved from their back to their front.

Cooperation

- ◆ Star Power: Use one 25 to 50 foot rope or heavy string per group of 5 –10 people. Have all participants pick up the rope. Group members can move their hands along the rope, but they can't change places. They must form a five-pointed star with the rope in 10 minutes with no rope left over at either end. This one was played at the CAEYC workshop. (Quick Team-building Activities for Busy Managers, Brian Cole Miller). De-brief!

Critical Thinking

- ◆ Marshmallow Tower: Use 75 round toothpicks and 100 mini marshmallows per group of 3-6 people. Groups have 10 minutes to build the tallest freestanding tower possible. At the end of 10 minutes, the tower must be standing for 15 seconds in order to be measured! (Activities That Teach, Tom Jackson). Be sure to de-brief!

Just for Fun

- ◆ The Price is Right: Glue 12 pictures from toy/equipment catalogs onto construction paper, writing the price of the item on the back. The leader holds up the pictures, one at a time, and describes each item and tells which catalog it's found in. The participants guess how much the items cost. The leader then reveals the actual price of the each item. Correct guesses can be within 5 or 10 dollars of the actual price, depending on how expensive the item is. Award a prize to the one with the most correct guesses.

TEAM-BUILDING GAMES - continued

- ◆ Well, I've Never! : Participants each hold 10-15 items (gems, paperclips, candies). Standing in a circle, each person takes a turn describing something that they've never done. Example: I've never traveled to Spain. Anyone in the circle that has traveled to Spain then gives one gem to the speaker, and has to tell something about their experience. The activity continues until all participants have had a turn. The winner is the one who ends up with the most gems. This was played at the CAEYC workshop!

Problem Solving

- ◆ Paper Shuffle: Use one newspaper for each team of 4 to 6 participants. Prior to the activity, shuffle the pages of each newspaper so that they are completely out of order. Have each team sort and reorganize the newspaper back into its original order. Award a prize to the team that completes the task first. (Quick Team-building Activities for Busy Managers, Brian Cole Miller). Be sure to de-brief!

ABOUT DE-BRIEFING

When you have a specific purpose for your activity, such as problem solving, collaboration, or trust, it's important to de-brief immediately following the activity. By asking key questions, staff members will be able to identify their role, figure out what caused a breakdown in the process, or see what helped them succeed in their task. Try some of the following questions during the de-briefing process:

- ◆ How does this activity relate to teamwork?
- ◆ Was a leader chosen in your group? Did one emerge? How was your group led?
- ◆ Describe the roles that each person in your group played.
- ◆ How did you handle conflict?
- ◆ What was your biggest obstacle during this activity?
- ◆ What was the most helpful thing a team member said or did?
- ◆ Were everyone's ideas valued and considered?
- ◆ Did everyone contribute?
- ◆ If you didn't succeed, how did you feel?



CONTESTS

- ◆ Guess the baby picture
- ◆ Center trivia
- ◆ Staff trivia
- ◆ Candy jar guess
- ◆ Egg decorating
- ◆ Door decorating
- ◆ Pumpkin carving
- ◆ Scavenger hunts
- ◆ Photo contest (parents are the judges)
- ◆ Themed treasure hunts (pirate, Candyland, holiday)

FUN STUFF

- ◆ Staff graffiti board
- ◆ Secret pals—notes of encouragement or gifts
- ◆ Affirmation notes
- ◆ Dress up days—crazy hats, pajama day, Hawaiian shirts
- ◆ Decorate something for another staff member—apron, t-shirt, Mardi Gras mask, coffee mug, picture frame, visor
- ◆ Yahtzee—take a couple of turns and pass it to the next room until you have a winner

PRIZES.....don't forget!

- ◆ Themed goodie bags
- ◆ Dollar store treasures
- ◆ Preferred parking
- ◆ Gift certificates
- ◆ Relief from one duty for the week—
other staff gladly wash dishes, sanitize toys, etc

STAFF NIGHT OUT

- ◆ Bowling
- ◆ Dinner
- ◆ Movies
- ◆ Miniature golf
- ◆ Bocci ball
- ◆ Hiking/walking



FOOD!

Activities involving food tend to be highly popular and can create a sense of family. Consider diet restrictions of individual staff members:

- ◆ Birthday celebrations (as well as new baby & wedding celebrations)
- ◆ Treats: Root beer floats, hot chocolate and cookies, Krispy Kremes, anything chocolate
- ◆ Potluck themes: Friendship soup, salad bar, green foods, childhood favorites, Italian, baked potato bar, create a pizza

Resource List

(Remember, activities can be adapted to the needs of your staff)

REFERENCE BOOKS FOR TEAM-BUILDING

The Big Book of Humorous Training Games - Doni Tamblyn & Sharyn Weiss

The Big Book of Team Building Games - John Newstrom & Edward Scannell

The Big Book of Motivational Games - Robert Epstein Ph.D

Games Trainers Play - Edward E. Scannell

The 1001 Rewards & Recognition Field Book - Bob Nelson, Ph.D & Dean Spitzer Ph.D

Quick Team-Building Activities for Busy Managers - Brian Cole Miller

Team Games for Trainers - Carolyn Nilson

Team Workout, 50 Team Building Games and Activities - Glenn Parker & Richard Kropp

Activities That Teach - Tom Jackson

ONLINE RESOURCES FOR TEAM-BUILDING: GOOGLE SHOWER GAMES, PARTY GAMES (CHILD & ADULT), CAMP ACTIVITIES

www.party411.com

www.partygamecentral.com

www.ultimatecampresource.com

www.ultimatecampresource.com/site/camp-activities/circle-game.page-1.html

LIST OF SUGGESTED BUDGET-FRIENDLY STORES:

Where to find items for team-building and teacher appreciation activities

Party Stores (Watch for sales online or in the newspaper)

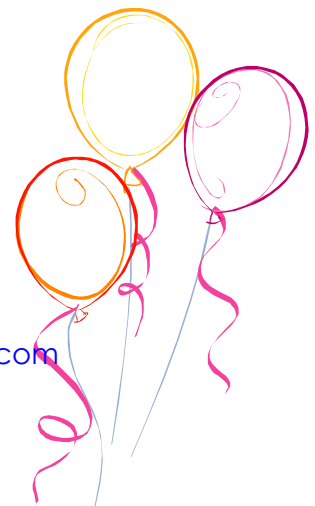
- ◆ Party America - www.partyamerica.com
- ◆ Diddams - www.diddams.com
- ◆ Oriental Trading Company - www.orientaltrading.com

School Supply Stores

- ◆ Discount School Supply - www.discountschoolsupply.com
- ◆ RAFT, 1355 Ridder Park Dr., San Jose, CA (408) 451-1420

General Merchandise, Discount Merchandise, & Arts & Crafts Stores

- ◆ Target (Check the bins for great dollar bargains) – www.target.com
- ◆ Big Lots – www.biglots.com
- ◆ Dollar Tree – www.dollartree.com
- ◆ Walmart – www.walmart.com
- ◆ Walgreens (Sunday newspaper ad carries coupons) – www.walgreens.com
- ◆ Affordable Treasures, 15795 Los Gatos Blvd., Los Gatos, CA (408) 356-3101
- ◆ Michaels (Sunday newspaper often carries coupons for 40% off a non-sale item)
www.michaels.com



Tools for Team-Building Workshop Agenda

Tools for Teambuilding

March 9, 2007

8:30 am – 10:00 am

Introduction

- ◆ Laurie Harnden, Director - San Jose/Evergreen Community College District CDCs
Casey Payton, Site Supervisor Evergreen Valley College CDC
Ramona Kramer, Staff Assistant Evergreen Valley College CDC

Why invest in teambuilding activities?

- ◆ Positive interactions and behavior take place when staff feel safe and secure, when they feel that they belong and that they are recognized, and when they are growing personally and professionally.
- ◆ Activities should be chosen with a purpose in mind, addressing areas that need strengthening:

Communication
Trust
Problem solving
Critical Thinking
Decision-making
Isolation

Encouragement
Stress
Conflict resolution
Collaboration
Ice breakers
Fun

The Human Factor

How long will the activity last?
Is there a prize or reward?
Who will I be working with?
What will I learn from this?
How challenging will it be?
Do I have to participate?

* Activity: Purse & Pocket Scavenger Hunt

How - What does it look like?

One-on-one
Small groups
Large groups
On site/off site
Organized by any staff member
Budget: Low cost or moderate—but some type of budget is necessary!



*** Activity: Well, I've Never!**

Powerpoint Presentation

- ◆ Diversity: Consider age, gender, culture, ability, religion
- ◆ Survey staff regarding participation in holidays
- ◆ Powerpoint photos
- ◆ Idea list—handout

*** Activity: Star Power**

De-briefing

- ◆ Evaluations for retreats/all day events—feedback is essential

Outcomes

- ◆ In what tends to be an isolating work environment, teambuilding helps to encourage:
 - Positive work environment
 - Improved communication
 - Better understanding of co-workers
 - Increased positive interactions
 - Praising of each other's efforts

Resource list—Stores, websites, books

Conclusion



List for Purse/Pocket Scavenger Hunt

(Refer to handout, page 2)

- Chapstick brand lip balm
- Mechanical pencil
- Photo of your pet
- Perfume/cologne
- "Love" postage stamp
- Eye drops
- California state quarter (coin)
- Hand lotion
- Band-Aid
- Tape
- Baby toy
- Cloth handkerchief
- Hand sanitizer
- Book of matches
- Fortune from a fortune cookie
- Contact lens solution
- Love note