Welcome to the workshop

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Introduction: what is teamwork?

Why teamwork

Warmer with your team

Reflection: can you see the benefit of teamwork training in your workplace/classroom? What would it involve?

How teamwork training was developed at CET

Three aspects of team building

An application of each aspect

Reflection on the value of teamwork for classes and peers
What is teamwork?

Teamwork

* relies on personal versus positional power
* assumes all members can assume all roles in a group
* relies on consensus
* encourages individual motivation and interdependence
* challenges traditional hierarchical power structures++
Why teamwork?

1. The current workplace:
   a. competition
   b. resource depletion
   c. skill and knowledge transfer

2. The value of teamwork:
   a. focus on work role
   b. shared workloads
   c. mentoring and team teaching
Why teamwork for teachers?

Applications in the workplace and in the classroom

Workplace:
- creates a learning environment

Classroom:
- university graduate attributes
Personal versus Positional Power

PERSONAL POWER
(Your ability to communicate and influence others without applying force or pressure)

POSITIONAL POWER
(What you can make a person do)
Challenging traditional power structures

Hierarchical structure

Leader

Teacher
Teacher
Teacher
Teacher
Challenging traditional power structure

Team structure
3 Stages of Development

- 1. Personal growth (Covey)
- 2. Interpersonal growth (Listening Theory)
- 3. Social growth (De Bono)
Stephen Covey’s Theory

- Dependence
- Independence
- Interdependence
Moving to interdependence

To improve the effectiveness of teamwork by:

* Learning about and reflecting on Stephen Covey’s habits of highly effective people

* discovering personal growth strategies

* creating personal and interpersonal effectiveness

* exploring how we can more efficiently delegate our time
Overview of Covey’s Theory

Private Victory precedes Public Victory
Habit 3: Put First Things First

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<tr>
<th>Important</th>
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Habit 3: Put First Things First

Identify what’s important to head to your destination

Fill in the Proactive Time Management Worksheet

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<td>Pressing problems</td>
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<td>ACTIVITIES: Interruptions</td>
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<td>Some phone calls</td>
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<td>Some meetings</td>
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<td>Popular activities</td>
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<td>ACTIVITIES: Trivia</td>
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<td>Some phone calls</td>
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<td>Time wasters</td>
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<td>Pleasure activities</td>
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Habit 3: Put First Things First

- **Moving into Quadrant II:**
  - It’s OK to say ‘No’. Say ‘Yes’ to important Quadrant II priorities – these are more fundamental, highly important things. Say ‘No’ to other activities.
  - Prioritise time spent on activities which will help you to achieve your mission statements.
  - Balance the various roles in your life.
  - Organise weekly, adapt daily.
Moving from independence to interdependence

- Interdependence is desirable because by working together we can accomplish more
- 3 habits to achieve interdependence
- Moving from “I” to “we”
Active listening and giving feedback
“Communication is managing miscommunication.”
What is listening?

• Listening versus hearing
• Active listening
• Learning to listen
• Listening for:
  • Enjoyment
  • Information
  • To help/ to give feedback
What are the obstacles to effective listening?

“Most people don’t listen, they just take turns to speak”
How to listen effectively

- Remove distractions and maintain focus on the speaker
- Actively participate both verbally and non-verbally
- Paraphrase to check
- Ask questions
- Sometimes just listening is good enough
- Remember and recall later
- Sometimes feedback is required
How to listen to the message

- Understand the content of the statement
- Respond to the feelings underlying the statement

EXAMPLES

- A + B: Focus on content
- Ask questions and paraphrase
- Questions for detail: Yes/No questions. Wh- questions
- Paraphrasing: What you’re saying is… You mean…
■ Role play
Traditional Thinking

- Developed 2,400 years ago by Plato, Socrates and Aristotle
Edward de Bono
(1933 - )

The Father of Lateral Thinking
Six Thinking Hats (1985)
Parallel Thinking
- Reflect on the benefits of teamwork in your workplace and share this with your group.
Final reflection

- What is the value of teamwork for teachers?
Thanks for listening

Good luck with your team building!

References: