

Collaboration and Teamwork: *Building Effective Teams*

Length: 1 Day

Summary: In this course, clients will learn tools, skills, and strategies for working collaboratively to accomplish goals. Focusing on the dynamics of group work, participants will learn how to maximize team performance, inspire others to work, and address emerging conflict in a cooperative environment. Blending information with activities and exercises, participants will roll up their sleeves and begin the process of collaboration and managing effective teams.

Course Format: The course includes exercises, small group activities and individual learning that foster reflection.

COURSE CONTENT

1. COLLABORATION AND COOPERATION

- How to Drive the Collaborative Process
- Building Internal Relationships and Networks That Support Collaboration
- Working Within the Complexity of Groups and Teams - Crossing Boundaries of Form and Function

2. EFFECTIVE TEAMWORK

- Teams Across Difference and Diversity
- Age, Race, Religion, Experience, Gender, Culture
- Recognizing the Common Pitfalls that Hinder and Impede Effective Teams

3. MANAGING CONFLICT

- Building an Environment of Trust
- Regulating Emotions and Anger
- Having Difficult Conversations

4. CREATING A CULTURE

- Create a Culture that Values Collaboration, Cooperation, and Networks