

## *Team Recipe™*

Ideally should be performed at the beginning of a team forming.

1. Have the participants think back to the most successful team or group they have ever belonged to. This could be any kind of group--church, business, athletics, musical, etc. Ask them to think about what made that group so outstanding and high performing.
2. Have the large group split into smaller groups and have each group brainstorm a list of up to 10 things that made their group so successful. Give them about 5 - 10 minutes for this.
3. Bring the small groups back together in one large group. Pick a scribe that will record a master list.
4. Have one member from each small group read out their list of successful group traits. Ask other groups to cross off repeat traits that come up on their list to save time from repetition. The scribe will recode them all (trying to avoid duplicates) making up a master list.
5. Once the master list is complete have the scribe read out each item once through without any comment from the group. Then go through the entire list one by one to see if the group agrees that element should be in the contract or if it can be combined with another element. Some points may need some explanation from the group member who came up with it. At times you may want to make subcategories of similar elements. For example, "provide timely feedback" could fit under "effective communication". Your goal at this stage is to cut the master list down to 5 to 10 major points that 100% of the group agrees on. Debates and discussions should be encouraged but the moderator must keep the group focused.
6. Now that the final list has been agreed upon, the list should be copied down in a neat format for all to see. The whole group must now sign the document that they agree to follow.
7. The group must now come up with a fun name for the contract. I find that when groups come up with their own group names they take more ownership and pride in their group.
8. The contract can go on the front page of a group journal or could be written on a large (flip chart size) piece of paper to be hung on display.
9. The key to a successful team recipe is to revisit the contract from time to time at scheduled intervals or when any group member thinks it's necessary. When reviewing, go through each item and discuss how you are doing as a group in upholding the contract.
10. This is an open contract and can be changed at any time.

