

## **A One Day Workshop for an Area Management Team**

### **Overall Aim**

A day for debate, taking stock, reflection and refocus during times of continuing change, so that the service is delivered more effectively.

### **Content and Style**

We suggest an upbeat, positive style but one which does not avoid difficult issues or honest feedback. We will introduce the MBTI as the theoretical under-pinning for the workshop and design the day in a way which will respond to different learning styles.

### **Pre-work**

In order to help you get into the right mind-set for this programme, please take a few moments to review the design outcomes for this team day. These are not fixed in stone and may be modified on the basis of any feedback received before the event from participants. So we ask you to:

- Assess your approach to managing change in your own areas of responsibility. For example, do you actively seek to initiate improvements? To what extent do you use your authority as opposed to your persuasiveness? How effective are you in keeping others well informed? Please make a page or so of notes to capture the main points. You may be changing something at present that will help your thinking.
- About a fortnight before the event you will receive a questionnaire to complete. This is the Myers Briggs Type Indicator which will provide useful information on your personality type and the preferences you have for different working styles with others. You will be asked to complete and return this for processing before the workshop.
- You will also be contacted by the facilitator with an e-mail questionnaire before the event. This will attempt to establish a range of views from all team members and get everyone involved in the design. The returned questionnaires will be followed up by a telephone call.

Steven Burch is designing and will be facilitating the workshop. You can view his CV at [www.quaestus.co.uk](http://www.quaestus.co.uk) Please contact him if you want to discuss any aspect of the programme, by telephone on 01803 299740 or email [consultants@quaestus.co.uk](mailto:consultants@quaestus.co.uk)

## **Dayplan**

### **0900 Welcome**

Why are we here? Collective and individual aspirations for the day. Session includes group ice breaker with task and review: "*Circular Argument! Part 1*". Introduction of the Trading Board.

### **0945 Introduction to the MBTI**

In this session we cover the background to the theory of personality types and help individuals in the team to get the maximum benefit from building self awareness of their own preferences. *What does the MBTI tell me about myself?*

### **1100 Break**

### **1115 This Team**

We use the messages from the pre-work, the e-mail research and the MBTI to draw conclusions about this team particularly in respect of group and individual approaches and reactions to change and decision making. Includes "*Circular Argument! Part 2*".

### **1230 Lunch**

### **1315 A Change Maker's Toolkit**

Now that individuals have greater self-awareness of their orientation to change we introduce two techniques and a process for introducing change: *the change curve, force field analysis, running a change project*.

### **1430 Knowledge Applied "Gameplanning" Exercise**

How will the group apply the learning from today? We test out the group's newly gained knowledge through an exercise in which the group develops its own "gameplan" for the months ahead. What are the important issues on the group agenda? How can it make changes in the area more effective?

### **1630 Wrap Up and Disclosure**

Final review of the session and an opportunity for individuals to share how the day has influenced them. Next steps.

### **1700 Close**