

SKILLS FOR
LIFE

team work



1. Define Teamwork:

2. List teams that you have been a part of:

3. Beside each team list your role or position on the team.

4. What would have happened if your position was eliminated?

5. How did your position or role assist the team?

6. How did your position or role hinder the team?

7. List three words that describe a good team player.

8. List three words that describe someone who is not a good team player.

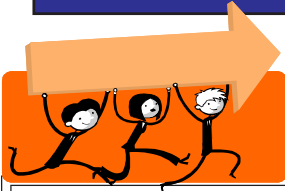


If you could select anyone to be your team mate in a race, who would you choose? _____

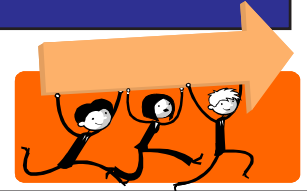
Who would you choose to be your partner in an academic competition? _____

Who would you select to travel the world with? _____

Who has been the best team mate that you have worked with? _____



teamwork skills



1. Know your team members. Write a question you could ask a new member on your team to get to know that person better.

2. Accept other's non destructive behaviors. Judge work, not people. List a behavior that would be difficult for you to accept.

3. Learn how to read body language.

Crossed or folded arms- may suggest a person is shy or close minded

Hands in pockets- may suggest someone has something to hide or wants to be left alone

Hands covering mouth- may suggest someone is uncomfortable or has something to hide

Pointing- can be interpreted as a reprimand or being aggressive

Hands on hips- can mean someone is being defensive

Busy hands (tapping, digging in pockets,) -can suggest someone is nervous or uneasy

Avoiding eye contact- can suggest someone is shy or is hiding something

List a situation beside each body language clue when you used this body language.

Do the body language clues seem accurate for you?

4. Be helpful ...not critical. Describe a time you were helpful.

Describe a time when you were critical.



5. Avoid excluding team members from team related issues. Write about a time you were excluded.

How did it make you feel?

What did you do?

Identify a time when you excluded someone. How did it affect your relationship?

SKILLS FOR LIFE

team work

steps for successful teamwork



After being assigned a team task in your class. Fill out the chart below to organize your team to complete an assigned task.

1. Team Members:

2. Main Team Goal:

3. Your personal goal related to the task:

4. What parts of the assignment are you willing to do to reach the team goal.



5. As a team, decide what each team member will do to accomplish the task. Fill out the information below:

Team Member	Task	Due By:	Done

SKILLS FOR
LIFE

team work

Stages of Teamwork Development. Write down comments that team members would make during the 4 stages of teamwork development.



Stage 1: Everybody's nice.
No one wants to look bad, so there's a lot of small talk, and verbal agreement.

Stage 2: Let's Rumble.
Discussion starts over the task. Opinions may differ causing conflict. Sides may form between team members.

Stage 3: Let's Listen.
Teams realize they are not being productive and settle down for everyone to share ideas and discuss differences.

Stage 4: Let's Cooperate
Teams hopefully reach a point of mutual agreement between its members. People accept their tasks and proceed with the project.

teamwork



Virginia Standards of Learning met by completing this activity series:

Career Development Grades: 9-12

English Grade 10

10.1, 10.2, 10.4, 10.8, 10.1010.11

English Grade 11

11.111.4, 11.7, 11.8, 11.9, 11.10

English Grade 12

12.1, 12.2, 12.4, 12.7,

Academic Development: Grades 9-12: Students will:

HA3. Demonstrate the knowledge and skills necessary to ensure a successful transition from high school to post-secondary options, and
HA4. Demonstrate the skills needed for independent learning.

Career Development Grades 9-12: Students will:

HC1. Understand the value of ethical standards and behaviors in education and the workplace,

HC3. Understand how work and leisure interests can help to achieve personal success and satisfaction,
HC4. Understand how the changing workplace requires lifelong learning, flexibility and the acquisition of new employment skills,

HC5. Understand that behaviors such as punctuality, courtesy, proper dress and language, and hard work are essential to success in the job market,

HC6. Understand that self-employment is a career option and demonstrate knowledge of the variety of professional, technical and vocational skills necessary for self-employment,

HC7. Demonstrate employability skills such as individual initiative, teamwork, problem solving, organization, and communication,

HC9. Develop and utilize time and task management skills,

Personal/ Social Development Grades 9-12: Students will:

HP2. Understand when and how to utilize family, peer, school, and/or community resources,

HP4. Apply problem solving and decision making skills to make safe and healthy choices.

Learn More!

-Interview a team member of a professional sports team, legal team, medical team, etc.

-Find out what makes their team run smoothly. What problems arise? How they are handled?

-Observe a little league sports team at a game. What aspects of team work do you notice? What areas could be improved?

-Research the most successful record setting sports teams in history. What do you think made them the best?

