



Unit: Team Building
Skill 30: Identifying Types of Teams
Activity B: Team Leadership Strategies

Worksheet

Team Leadership Strategies

You have just been put in charge of a work group that is going to be responsible for organizing an award ceremony for community leaders. You know in your own mind what you want the event to look like, but will have to rely on your team to get the detail work done. The team consists, apart from yourself, of four people:

Jack: Jack is a people person – a natural born salesman. He loves to talk, sometimes to the point that he won't stop. He's a very high energy person, and he gets bored easily.

Jill: Jill is just the opposite of Jack, quiet and introverted. She has some confidence issues - mostly she doesn't have very much confidence at all. She is extremely capable in detail work.

Bob: Bob is the new kid on the block. He just finished his internship and managed to get a position in the organization. He's got a good head for figures, but is still kind of shaky about procedure.

Betty: Betty has a no-nonsense, solid work ethic. Her ability to concentrate and stay on task is truly admirable, especially in matters of aesthetics – graphic design, visual aids, art, etc.

Below you will find three lists. The left hand list consists of supportive behaviors that a leader can display. The right hand list are the tasks that must be completed for the awards ceremony. In the center, the five people (you're included!) in your work team. Can you match the tasks and supportive behaviors to the correct people? Remember, *everything* has to get done and some people may need more support than others, some even the same type of support!

Give formal, reassuring praise in a non-public setting	You	Design and print event invitations
Create a written list of tasks to help organization		Arrange caterer's for the event
Do nothing – they're fine	Jack	Maintain project budget
Schedule regular meetings with them, up until the event date		Arrange guest speakers and award presenters
Promise to show appreciation once project is completed, i.e. lunch, etc	Jill	Secure a reasonably priced venue for the event
Explain your vision in detail, creating a grand mental image		Purchase decorations for the event
Give constant "pat's on the back" for good ongoing work	Bob	Coordinate technical aspects of the event (lighting, projector, etc)
Create a detailed timeline of when all tasks should be completed		Plan the schedule of the event, i.e. who gets their award when
Give formal and good natured praise in front of colleagues	Betty	Someone to get coffee when the team has to work late
Express that they have free reign over their assignments		Arrange a rehearsal night to run through the event