

Sample Team Retreat Options



Thanks much for your interest in our team building services!

Please note that each team building event is highly customized, and we work with clients to design an event to fit their specific needs. Please watch [this video](#) to learn more about our team retreat design philosophy (and our recommended best practices).

SAMPLE HALF DAY RETREAT

3 hours

- 1-2 interactive team building activities (sample options below)
- 1 interactive professional development presentation (sample options below)
- Traditional or Improv based ice breakers (sample options below)

SAMPLE FULL DAY RETREAT

6 hours

- 2-3 interactive team building activities (sample options below)
- 1-3 hours of professional development training. View whiteboard videos [here](#) – these provide examples of potential training topics and content.
- Optional work style assessment and related debrief
- Team infrastructure work (e.g. development of ground rules, mission statement components, goals, metrics, scope clarification, analysis of a process or problem area, etc.)
- Traditional or Improv based ice breakers and activities (sample options below)

These are examples of what is typically covered in a half day or full day format; however, content is completely customizable and can be adjusted to suit the client's desired timeframe, audience size, and desired goals. Pricing is determined on a case by case basis depending on group size, location, final session outline, and other factors.

SAMPLE TEAM BUILDING ACTIVITIES



DISASTER SIMULATION

Team building activity where participants read a disaster scenario and must decide on an exit strategy individually. Next, they must reach consensus on a team strategy. Expert recommendations are revealed and individual scores are compared with team scores to determine the level of positive or negative synergy.

Teams are tasked to construct a wireless tower using materials they purchase from the “supply store”. Teams compete against one another for the winning tower. Towers will be judged on cost, height, and aesthetic appeal. A twist is introduced midway through construction and teams must decide how to adjust. See a sample of this activity [here](#).

WIRELESS TOWER

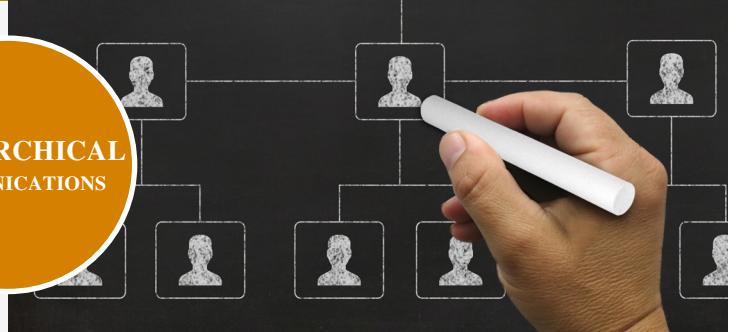


BUILDING BLOCKS COMMUNICATIONS

Participants are divided into pairs or trios including a sender and receiver(s). Senders are given a page with an image and tasked with describing the image to their receiver(s). Receivers then draw the image as described by the sender. Once finished, they reflect on their findings related to effective communications.

Participants are placed in three rows. Each row receives an envelope with a set of images and different instructions. The goal (as described only to those in the front row) is to find out which image they all have in common. Participants in the other rows are provided much less information and restricted in how they can communicate.

HIERARCHICAL COMMUNICATIONS



4 WALLS COMMUNICATION PREFERENCES

Each wall is labeled with a different communication mode: Face-to-face, Email, Phone, or Text/IM. Participants are then asked to walk to the wall that represents their preferred communication mode (in most cases). The group takes note of each team member's individual preferences, then discusses pros/cons of each mode.

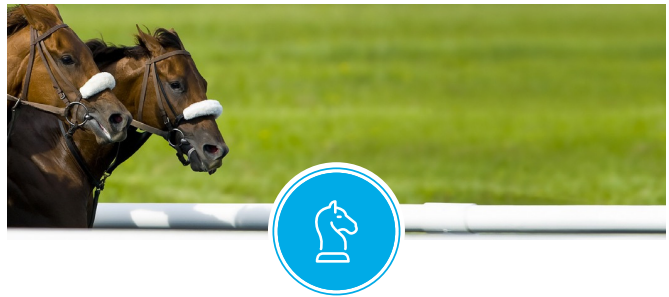


SAMPLE PROFESSIONAL DEVELOPMENT PRESENTATION OPTIONS



THE UNWRITTEN RULES OF MANAGING UP: SURVIVING (AND THRIVING) THE “DIFFICULT BOSS”

A key to success for virtually everyone in the workplace is adopting a “managing up” mentality that focuses on how each of us can help our bosses (and other senior leaders) be successful – even if they’re not the “perfect boss”. This presentation defines “managing up” – what it is/isn’t, then explores proven techniques for managing up with a few common varieties of the “difficult boss”.



SECRETS OF THE THOROUGHBRED LEADER

Most of us can dramatically improve our leadership abilities and become the leaders that teams love by rebalancing our task/relationship focus. This presentation explains why the “Thoroughbred Leader” is not only respected but embraced. We will share characteristics that define the “Thoroughbred Leader” and explain how their approach differs from other leadership styles.



PROJECT MANAGEMENT SECRETS TO ENHANCE YOUR LEADERSHIP SKILLS

Many project management principles can easily be applied to enhance leadership abilities as well. If you’re a leader who is often frustrated by slacking team members, difficult projects to manage, and constant workplace miscommunications, this presentation is for you!



NO MORE SLACKERS!!! BUILDING A CULTURE OF ACCOUNTABILITY IN YOUR ORGANIZATION

This presentation explores the accountability dilemma and provides specific facilitation techniques that you can use to foster a culture of accountability within your team. Don’t let slackers drag down the productivity of your team. Learn some effective techniques to easily address that behavior and begin using them immediately!



FACILITATION SKILLS FOR THOSE TRICKY MEETING SITUATIONS

If you’re often flustered by difficult personalities in your meetings and not quite sure how to manage them effectively, this presentation is for YOU! Using these tips and techniques, you will not only benefit through increased productivity but also enhance your credibility with your team.



Please contact us at info@professionalismmatters.com to request a quote for your specific need.

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INCORPORATE IMPROV ACTIVITIES – HERE'S WHY ...

When most people think of Improv, extemporaneous acting may come to mind. Various actors join in and seem to be able to think on their feet without a script. While it may seem that there is no rhyme or reason to how actors create their scenes, successful Improv actors, wherever they may train, all follow the same basic rules – “Make Good Offers”, “Make Your Partner Look Good”, “Yes-And Thinking”, and “No Open-Ended Questions.” But how do entertaining scenes, adlibbed on the spot by professional comedians translate into corporate team building? Interestingly enough, these Improv “rules” translate into best practices for great teaming and collaboration, and the activities themselves are tons of fun (and a great way to break up cliques and build relationships in the workplace).

DURING IMPROV ACTIVITIES...

- Thinking “out of the box” is encouraged
- No one's ideas are shut down
- Everyone has something to add
- Your input is accepted by all
- Ideas are conceived and developed quickly

BY PRACTICING THESE RULES, INDIVIDUALS LEARN TO...

- Build their partner(s) up
- Identify when to speak up and when to LISTEN
- Get to the point quickly and efficiently
- Become more aware of non-verbal communications
- Have fun while getting the job done

SAMPLE IMPROV ACTIVITIES

ACTIVITY: CLAP 1-2-3 PAIRS | ~3-5 MINUTES

In this activity, the team is divided into pairs and then takes turns counting from 1-3, gradually replacing 1 and 2 with a clap and a stomp, respectively. This activity wakes up the right side of the brain and encourages us to shift our thinking. It also emphasizes the difficulty of adapting to change and demonstrates how changes introduced (forcing us out of habitual action) often extend task time.

Focus: Creativity/Innovative Thinking, Change Management

TEAM ACTIVITY: POINT AND CLAP SMALL GROUPS | ~3-5 MINUTES

This is a listening activity where small groups form circles and take turns clapping then pointing to someone and calling their name simultaneously (making them the next “it” person). This process is repeated for a minute and then the process changes with the “it” person now calling out one person’s name while pointing at a different person. This activity simulates mixed messages received in the workplace. It also emphasizes the importance/difficulty of active listening.

Focus: Listening, Team Communications

“NO BUT...” VS. “YES AND...” ACTIVITY GROUPS | ~5-7 MINUTES

In this activity, an organization specific challenge (e.g. “How could we improve customer satisfaction?”) is posed. One person in each group proposes a potential solution, then each subsequent person negates their idea by saying “No, but...”, then contributing their own idea. Next, they conduct the same activity this time with each person affirming the previous person’s idea by stating “yes and ...” and building on their idea. This activity highlights the difference in momentum and sense of collaboration (or lack thereof) with “yes, and” vs. “no, but” language. The activity emphasizes the importance of honoring someone else’s reality as a key element of collaboration. Participants often note that using “yes and...” before comments facilitates quicker responses, increased momentum, and easier generation of ideas as well.

Focus: Collaboration and Teaming

RED BALL, BLUE BALL GROUPS | ~5-7 MINUTES

Groups form a circle and are given a red imaginary ball to throw around to each other. They are asked to say the object’s name, “red ball” whenever they “catch” it to emphasize that they have it before saying “red ball” again as they toss it to another team member. Next, an imaginary “blue ball” is introduced to the circle with the same instruction, then a “wet baby”, and finally a “chainsaw”. This activity illustrates the difficulty of juggling so many balls/tasks at one time and the importance of “over communicating” within the team to ensure everyone is on the same page. It also provides an opportunity to witness how different personalities might respond differently to having to handle messy, difficult or complex projects (e.g. wet babies/chainsaws).

Focus: Project/Workload Management, Team Communications



Please contact us at info@professionalismmatters.com to request a quote for your specific need.

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