

# **Attachment B: Pre-work Assignment: Team Building Activities**

## **Culture of Continuous Learning Project: A Breakthrough Series Collaborative for Improving Child Care and Head Start Quality**

The purpose of the information collection is to set the stage for the work to be done during the Learning Sessions. Information gathered through group work helps the Core BSC Team to build shared goals and purpose by developing a team name, motto, and set of goals. The Study Team will use the written documentation from the Pre-Work Assignment to describe the BSC process for the Feasibility Study.

This information is planned to be used to further the proper performance of the functions of the agency by examining processes and specific activities through which quality improvements may be made and sustained in child care and Head Start settings.

Public reporting burden for this collection of information is estimated to average one hour per participant. This collection of information is voluntary and all responses collected will be kept private to the extent permitted by law.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number for this information collection is 0970-XXXX and the expiration date is XX/XX/XXXX.

## Directions for Launch Team Building Activities

The Team Launch Activities are designed to help facilitate team-building prior to the first Learning Session and should be completed by teams together. The activities are:

### 1. Team Identity: *Creating Team Name and Motto*

***Building your Breakthrough Series Collaborative Team is critical to the success of this work. We think developing a team name and a short team motto will help you discuss and define your team and goals in a creative, fun and light-hearted way. It will also help you express your team identity to the faculty and to other teams. Keep in mind that these names and mottos will be yours throughout the entire Collaborative.***

### 2. Preparing a Storyboard

***Each Learning Session is designed to create an environment that supports sharing and learning. At the initial Learning Session, we will be asking you to share information about your team through the creating a Storyboard.***

***A “Storyboard” is a way for you to visually and orally present information about your team to the other participants. Sheets of paper, pictures or other materials can be attached to a Storyboard (which is similar to a science fair poster that sits on a tabletop). You will construct this out of whatever materials you choose (provided they are easy to bring to the Learning Session), with the total size of your display being no more than 3 ft x 4 ft. Creativity is encouraged!***

***Teams will be asked to give a very brief, three- to five-minute presentation of their Storyboard on the first day of Learning Session 1. Your audience will be the other participating teams and Faculty who are not familiar with your center. Please keep in mind this activity is NOT supposed to be stressful or demanding- we want to help teams get to know one another!***

#### ***Recommended Storyboard Outline***

- Provide a brief description of your center with the team’s name shown.
- List your team name, team motto, team members and their roles.

- Provide a brief description of the children and families you serve. Tell us about the community you work in.
- Help us to get to know your team. Be creative! What qualities & characteristics of your team members make them unique? What are your strengths?
- Identify goals for your participation in this Breakthrough Series Collaborative. What do you hope to gain or achieve?