

**Goal**

What is the focus of the activity?
Getting acquainted, Introducing a topic, Building a team, Reducing stress, Energizing a group?

Risk

What type of risks will participants be taking?
Emotional, Social, Physical or Intellectual?

Activity Level

What will participants be doing physically?
Running, Sitting, Moving, Forming groups, Reflecting, or Talking?

Materials

What do you need to facilitate the activity?
What supplies, How much time, What type of facility space?

Inclusion

Is the activity accessible and appropriate for all participants?
Skill level, Special needs, Size of group?



WACA

**Memorable Moments:
Shining Future
A Colorful Past**
March 2008

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(eye)

Openers

**Activities to create a
metaphor
for your meeting**

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Icebreakers and Energizers

What icebreaker? At what time? With what group?

Selecting the right icebreaker is a key to your success with group facilitation. Consider your goal then select the appropriate type of icebreaker.

Getting Acquainted

- To establish non-threatening introductory contacts
- To increase participants familiarity with one another
- To increase group member's comfort level

Openers & Warm-ups

- To stimulate, challenge, and motivate participants
- To heighten the creative resources of the group
- To start a session, or "prime" a group after a break
- To shift the focus of study

Energizers and Tension Breakers

- To reduce anxiety level of group members
- To increase energy when the group seems flat

Feedback and Disclosure

- To increase competence &/or develop awareness
- To allow others to know us as we see ourselves

Games & Brainteasers

- To warm up group members
- To raise energy level
- To serve as an introductory experience for problem solving, competition, team building, or consensus seeking
- To reduce learning overload
- To nudge the thought processes onto a different track

A Strategy for Improving Group Effectiveness

Components of a Team

- ❑ Group members must have the same goals and objectives.
- ❑ Group members must be willing to work with each other.
- ❑ Each group member must possess a talent, skill, or information that is necessary to reach the team goal.
- ❑ Group members must be dependent upon each other to achieve the goal.
- ❑ Members of the group must be willing to recognize and utilize other members' talents and knowledge.

FAMILIARITY

When building an effective team it is important to get to know the members. Take time to understand each other's needs differences and behaviors without labeling them as good or bad.

GOAL SETTING

A team needs a purpose. Strive to set team goals and objectives that are satisfying and agreeable to all members of the team.

COMMUNICATION

Effective communication is essential for productivity. When building a team it is important to identify barriers that keep the group from functioning efficiently. Plan and organize strategies to eliminate these barriers.

CONFLICT MANAGEMENT

Prior to the conflict, a team should establish a problem solving method which can be used when problems arise. In addition, agree that conflicts will be over issues and not personalities.

GROUP ROLES

The strength of a team can be increased when all members know the roles and duties of the other team members. It is important for the team to recognize that each member has his/her own leadership style. Recognizing styles and group roles, and being able to accept those differences in group members will add to team success.

FOCUSING & EVALUATION

A group needs to take the time to define their real purpose and direction. Maintaining a focus and evaluating goals are critical steps in team building.

RECOGNIZING TALENTS AND RESOURCES

Effective teams utilize the talents and resources of the members. Develop strategies to identify each individual's talents. Remember to praise sincerely and thank often. Make the team experience positive for each member.

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Pantheon

	1st activity	2nd activity	3rd activity
Getting Acquainted	Dice Throw	Plate / fillers Cup / or Filter	Jenga
Communication	"I never said"	Group juggle	COLORFUL ARC'S
Goal Setting	Ducks in a row	NAIL STACK	Colors metaphor
Group Roles	BLACK PIPE	Glass of Water	PUZZLES
Conflict Management	S2 card	balloon frenzy	WARP SPEED
Focusing & Evaluation	Magic book	KEYNOTES	Focus feathers
Talents & Resources	light bulb	Grab bag	test for smart people

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	1st activity	2nd activity	3rd activity
Getting Acquainted	Computer buttons	"soccer" balls	
Communication			
Goal Setting			
Group Roles	orbiting penny/nut	Earth (beach) ball	
Conflict Management	Ball Bounce		
Focusing & Evaluation	Cereal boxes	Penny for your thoughts	Rope evaluation
Talents & Resources	Dominoes	pipe cleaners	

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