

Virtual Team Offsite: Overview

Overall Objective:

The challenges of working across geographies, in a truly virtual manner, cannot be underestimated. But, the reality of virtual teams is here to stay. The Table Group Virtual Team Offsite was created to address those very real challenges and provide the opportunity for a virtual leadership team to ensure their long-term cohesiveness and plan how to work together most effectively within a virtual environment.

Workshop Overview:

This highly interactive, fast-paced session is designed specifically for intact virtual teams. During the offsite, a team will apply the time tested methodologies from best-selling leadership and teamwork author Patrick Lencioni which have been specially adapted to address the unique requirements of a virtual team. Facilitated by Table Group Consultants, a virtual team will:

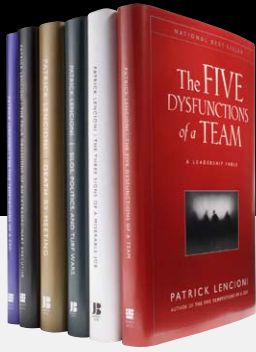
- Gain a thorough understanding of the expectations and challenges in building and maintaining a cohesive, virtual team
- Assess and make immediate progress in overcoming the team's potential dysfunctions by applying *The Five Dysfunctions of a Team*
- Address the importance and centrality of the team's meetings and its contribution to the overall success of the group, with a specific focus on effective conference calls



The Five Dysfunctions of a Team by Patrick Lencioni © The Table Group, Inc. All rights reserved.

- Review and validate the organization's direction and ensure alignment exists among the team
- Develop and begin to implement the team's Thematic Goal
- Discuss the implications of appropriate communication and what changes are necessary to ensure alignment throughout the organization

Because team-oriented exercises and activities are embedded in the discussion of business issues, participants never feel as though they are doing a touchy-feely or theoretical exercise.



Virtual Team Offsite: Details

Session Details

The offsite, which can be facilitated either in person, or in a virtual environment, combines lectures, working sessions and discussions that are designed to address the key components of a virtual team's effectiveness.

Team Clarity

During this section of the offsite, the team will clarify behavioral expectations and priorities to ensure a common understanding among the group. The following areas will be discussed:

- **Team purpose** – Why does this team exist?
- **Team Standards and Values** – What are the limits of diversity that can exist within the team, and what behavioral standards should the team have?
- **Strategy** – What are the core anchors that define the strategy of the team?
- **Goals** – What organizational expectations exist? This includes developing the current period's Thematic Goal as discussed in *Silos, Politics and Turf Wars*.
- **Roles and Responsibilities** – What is the role of each team member? What overlaps or gaps in responsibility still exist?

Outcome: The leadership team will achieve a consistent understanding of the answers to the above questions and how to use those answers to drive critical decisions. Additionally, the team will recognize where, throughout the organization, these expectations may not be clear. For those teams where these questions have already been answered, this section will validate the team's understanding.

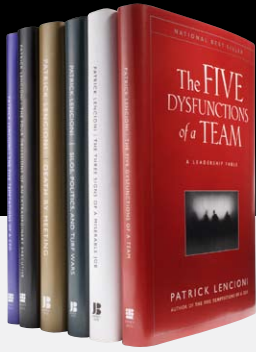
Team Effectiveness

Throughout the offsite, teams will gain a greater understanding of *The Five Dysfunctions of a Team* and apply the model to their unique situation and environment.

Activities may include:

- A detailed online assessment and discussion of the team's susceptibility to each Dysfunction
- An in-depth look at each team member's working style, using the Myers-Briggs Type Indicator, and the implications of those styles on the team's effectiveness
- An exercise to identify an individual's ability to engage in and manage conflict
- A discussion of the importance of meetings for a team's cohesiveness and a review of the principles outlined in *Death by Meeting*
- A conversation regarding the team's expectations for meetings and how technology can be used to make them as effective as possible
- An open-ended discussion regarding the effectiveness of the team and how each individual can change to make the team even more cohesive

Outcome: The team will make substantial progress toward becoming more cohesive – improving trust and their ability to engage in unfiltered, productive conflict across distance and in a virtual environment. This will result in the team ultimately making better, faster decisions and eliminating any lingering politics that may exist. Team members will walk away with a clear sense for what they can do differently – both behaviorally and operationally – that will have meaningful impact on the team's ability to succeed.



Virtual Team Offsite: Client Impact

Real Outcomes

The Five Dysfunctions applies to any team – especially virtual ones. The Virtual Team Offsite ensures a team is working at its best under very difficult circumstances.

“*The Five Dysfunctions of a Team* program not only restored the fiscal health of our company, it provided the crucial tools for us to face the economic downturn. The program has enabled us to sustain performance through creativity and teamwork and we’re using it throughout our entire company.”

Matt Danilowicz
CEO
Clear-Com

Relevant Work

Lencioni’s models are both practical and actionable—not touchy-feely or esoteric. Teams can make a dramatic and immediate improvement in just two days.

“Our two-day session made a greater impact on our executive team—and our entire organization—than any team building work we have ever experienced. We are now positioned to have a great year.”

Noel Williams
Senior Vice President & Chief Information Officer
HCA, Inc.

Proven Process

Patrick Lencioni and his consulting firm, The Table Group, have pioneered a consulting approach that addresses real business issues within the context of building a strong team.

“The Table Group’s straightforward, substance-over-style approach has made a tremendous difference in our team’s effectiveness.”

Jeff Lamb
Vice President People & Leadership Development
Southwest Airlines

