



Agenda

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Building and Leading High-Performance Dream Teams: Formula for Success

Instructor(s): Neal Whitten

Length: 2 days

Prework: None

CEUs: 1.4/see below for PDU breakdown

Level: Intermediate

Training Topic: Leadership Development

Subtopics: Resource Management, Leading Project Teams

Training Description:

Can you imagine what the business outcome for your project would be like if you had a high-performance dream team? If you had a team whose members fully understood what is expected of them in nearly any situation and performed accordingly? A team that comfortably clicked among all its members and selflessly supported one another? A team that fully communicated, was professionally mature and accountable, and rallied for the good of the whole? Imagine no more! Welcome to this training!

Using assessment instruments, gauge the effectiveness of team members, the team, and the project leader; learn what makes a team member and a project leader valuable; learn how to create shared team values and a team charter; and experience exercises that can help build your dream team. Bonus: A takeaway starter kit for post-class use with your team.

Virtually every project leader can take away ideas/techniques from this training that can immediately be implemented to help their team achieve higher performance. Adopting all of the provided concepts can give you and your team the greatest benefit, but adopting even a subset can have a notable and sustained impact.

Learning Objectives:

Upon completion of this training, learners will be able to:

- Identify the steps in building and leading a high-performance dream team.
- Outline and discuss what makes a team member valuable.
- Illustrate and explain what makes a project leader valuable.
- Assess the performance maturity of the team members, the project leader, and the team itself.
- Describe and discuss the creation of the team charter and shared team values, customized for your team/project.
- Identify actions to routinely improve and fine-tune team performance.
- Provide and review the takeaway starter kit for post-class use with your team.
- Identify your top three takeaways from the training via an individual/group exercise.

AGENDA, DAY 1

- Discuss the common types of teams.
- Discuss the definition of a high-performance dream team and describe its characteristics and business benefits, while gaining insight into its internal workings.
- Discuss problems that can hold back a team member from fully engaging and supporting the team.
- Describe the team development stages using the Tuckman model as a reference.
- Use an assessment instrument to learn about the team.
- Identify what makes a team member valuable.

- Group exercise: Brainstorm additional behaviors of the most valuable team members.
- Use a self-assessment instrument to learn about team members.
- Identify what makes a team leader valuable.
- Group exercise: Brainstorm additional behaviors of most valuable team leaders.
- Use an assessment instrument to learn about the team leader.
- Group exercise: Role-play team problems and their solutions.

AGENDA, DAY 2

- Discuss the team charter.
 - Describe the purpose and contents of the team charter.
 - Discuss how to develop a team charter.
 - Present and discuss a sample team charter.
- Discuss dealing with difficult people.
 - Seven important points
 - Definition of a difficult person
 - Behaviors of difficult people
 - Why some people are difficult
 - 15 tips/actions that you can employ to help you stay in control when dealing with difficult people
 - Individual exercise: Examine past behaviors and appropriate improved behaviors to adopt in dealing with difficult people.
- Group exercise: Role-play team problems and their solutions.
- Additional training aids are discussed that the participants can use when back in the office.
- Learn a 10-step process to follow when getting started back at the office to help build and lead a high-performance team.
- Learn about the actions to take upon leaving this training.
- Individual and group exercise: Discuss the top three class takeaways.

Professional development units (PDUs) are 1-hour blocks of time spent learning, teaching others, or volunteering. By attending this training, you will be able to achieve the following PDUs as learning hours to apply for PMI certification or to maintain your certification status with PMI. [View](#) how your PDUs align with the PMI Talent Triangle®.

	Technical	Leadership	Strategic	Total
CAPM® / PMP® / PgMP®	0	14	0	14.00
PMI-ACP® / Agile*	0	14	0	14.00
PMI-SP®	0	14	0	14.00
PMI-RMP®	0	14	0	14.00
PfMP®	0	14	0	14.00
PMI-PBA®	0	14	0	14.00

**Please note that the asterisked row above applies to the PMI® Agile Certification Journey and includes the DASM™, DASSM™, DAC™, and DAVSC™ certifications.*