



Forming Groups

You're In This Together!



What Are We?

Let's get some people together and decide if we are a committee, conclave, congregation, convocation, assemblage, quality circle, team, group, or some other fancy work. Then let's get some different people together and figure out why we don't function very well.





Forming Groups

- The great thing about working in groups is that you meet new people who are different than you
- The challenging thing about working in groups is that you meet people who are different than you
- On the next slides, you'll find stages of group development
- Be aware of these stages and make conscious efforts to identify when you are experiencing challenges and take responsibility to communicate with each other on solving issues



Outline

- Group stages
- Importance of synergy
- Guidelines and troubleshooting



Group Stages

- Forming
- Norming
- Storming
- Performing



Forming

Polite, impersonal; people are testing the leader, testing each other, sorting through membership issues. The questions of “Why are we here” and “Why am I here” are often asked.



Storming

**Infighting, subtle or overt;
people may opt out, confront
each other, and challenge the
leadership. Issues of control,
power, and roles are addressed.**



Norming

Getting organized; members identify themselves as a group, begin to care about each other and the team; members confront issues rather than people; develop own procedures; leadership emerges.



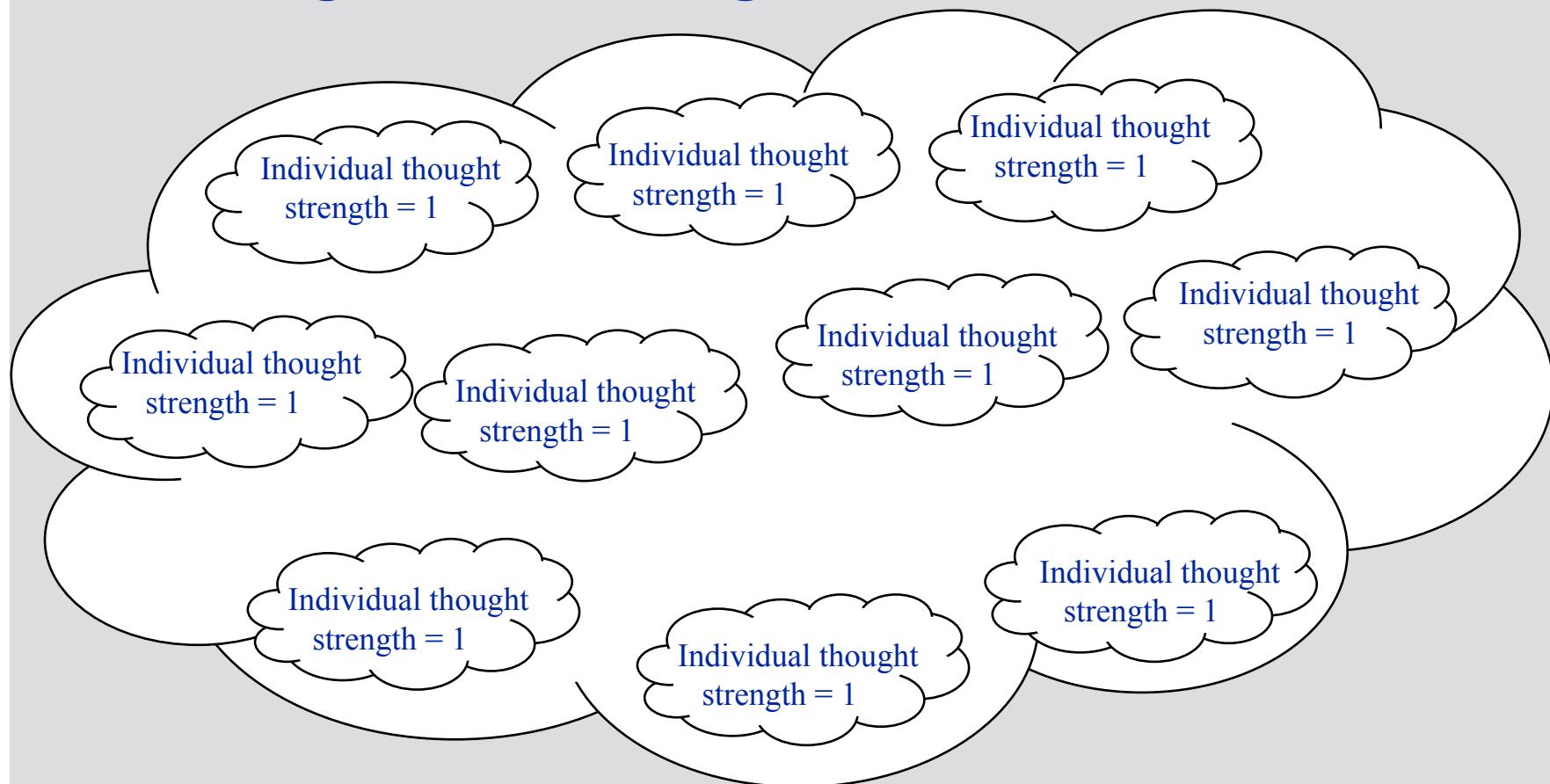
Performing

**Maturity; participation and
commitment; resourceful,
supportive, flexible team; highly
productive.**



Synergy

**The power of 10 people
sharing and building upon each others'
thoughts is much greater than the sum of 10**





Missed Opportunity

The power of 10 people thinking separately is equal to or less than 10

Individual thought
strength = 1



Guidelines & Troubleshooting



Be Clear In Team Goals

Ideals:

- Agree on mission/goals
- Work together to solve disagreements
- Break a mission down to a workable size
- Realize importance of individual steps, discussion & meetings



Be Clear In Team Goals

Trouble Indicators:

- Frequent direction switches
- Frequent arguments about what to do next
- Feeling project is too big
- Frustration of lack of progress
- Excessive questioning of each decision or action taken



Be Clear In Team Goals

Recommendations:

- If mission is unclear, revisit the mission statement/goal
- Emphasize right of each team member to ask questions until satisfied with answers
- If project is broad, break it up into manageable pieces



Clearly Define Roles

Ideal:

- Tap everyone's talents-know who is responsible for a duty/task
- Have formal designated roles and expectations (discuss what the mission/ task looks like when complete)
- Be clear on individual and shared roles
- Avoid anyone feeling taking advantaged of or feeling left out
- Be willing to voice your thoughts and feelings



Clearly Define Roles

Trouble Indicators:

- Roles and duty assignments that result from pecking order
- Confusion over whom is responsible for what
- People getting stuck with same tedious chores



Clearly Define Roles

- Recommendations
- Decide on how roles are decided and changed
- Reach consensus about roles within the team



Plan of Action

Ideal:

- Create a project list
- Determine resources that are needed and who will find them
- Refer to resources when determining next steps
- Set a schedule to complete milestones
- Celebrate milestones!



Plan of Action

Trouble Indicators:

- Uncertainty about team direction (unclear on how to find resources, etc...)
- Being lost, not knowing what to do next
- Team plunges ahead, hoping to reach goal
- Launching too many ideas- hoping one will hit target



Plan of Action

Recommendations:

- Work through the plan and ask yourselves, “What do I need to do to accomplish the mission?”
- Ask rest of team members for guidance to review or help you formulate your plan
- Seek assistance from advisor



The Strength of One = The Power of Many

Most of all, have fun in your groups
and laugh!