

ITHS Team Science Boot Camp 2020 Agenda

Day 1 February 24, 2020 Waterfront Activities Center 12:30 pm – 5:00 pm	
TOPIC OR ACTIVITY	LEARNING OBJECTIVES
Start: 12:30 pm	
Welcome from the Team Science Team *Lunch served	1. Know who is in the room 2. Describe workshop objectives and approaches to training
Team Science Overview & Application for Your Team	1. Articulate and discuss common challenges experienced on research teams 2. Identify team challenge to focus on for 1.5-day Boot Camp
Lean Project Management: Clarifying the Objective, Participants and Roles	1. Introduce Lean Project Management to help facilitate and organize your team project through continuous improvement
Break: 2:50-3:05 pm	
Leading Teams: Recognizing your Impact	1. Develop and expand basic understanding of your own and your team’s Personal Styles 2. Understand how to use versatility to enhance effectiveness in working with other styles 3. Explore strategic uses of how your team will use styles and versatility to support your team
Debrief	1. Model a debrief as a process improvement technique to improve team science training 2. Identify opportunities for improvement & personal growth as TS Training team
Team Time with Facilitator Consultants	
Day 2 February 25 th , 2020 Waterfront Activities Center 8:30 am – 5:00 pm	
TOPIC OR ACTIVITY	LEARNING OBJECTIVES
Breakfast: 8:00-8:30 am	
Processes to Drive Team Effectiveness	1. Understand what drives effective and efficient teams 2. Learn/practice strategies to improve team processes, roles and goals 3. Describe 4 tools to develop and run effective meetings 4. Identify 3 methods for improving communication and engagement of team members in virtual meetings

Break: 10:25-10:40 am	
LEAN Project Management: Creating the Plan	<ol style="list-style-type: none"> 1. Utilize Lean approach to developing team milestones, risks and potential mitigations to risks
Lunch: 12:00-12:30 pm	
Constructively Engaging with Conflict & Listening	<ol style="list-style-type: none"> 1. Begin transforming concept of conflict from defensive to problem solving 2. Describe key concepts related to identifying and engaging with conflict 3. Develop and expand understanding of conflict mode preferences 4. Learn about tools and practice strategies to prepare and engage with conflict and/or difficult conversations 5. Increase listening skills
Break: 2:00-2:15 pm	
Giving & Receiving Feedback	<ol style="list-style-type: none"> 1. Understand the purpose of feedback 2. Gain knowledge and skills to give and receive constructive feedback 3. Identify methods for soliciting team feedback 4. Practice strategies to give and receive feedback
Next Steps & Workshop Debrief	<ol style="list-style-type: none"> 1. Provide resources for additional training or coaching 2. Identify opportunities for Boot Camp improvement 3. Evaluate the effectiveness of Boot Camp training
Team Time with Facilitator Consultants	