



Practice Facilitator Agenda

Lesson 2: Leading Teams and Situation Monitoring

Practice Facilitators:

Use this agenda to guide your weekly discussion with your Change Team.

Team Meetings (Briefs)

- Where and when does planning occur for your team now?
- What are suggestions for improving team meetings? What are suggestions for getting necessary people to attend team meetings?
- Ask team members to share their briefing checklists, and collaborate to come up with a checklist that works for your office.

Huddles

- What are some examples your team has come up with for how and when to use a huddle?

Leadership Video Reflection

- What does your team think was improved in this video compared with last week? In particular, how did they see leadership being demonstrated?
- What strategies did your team find effective?
- What other opportunities for leadership did your team identify?
- Are any of the situations observed in the video situations that could happen in your office?
- What areas of leadership has your team identified for improvement?
- What strategies does your team suggest to address leadership breakdowns within your office?

Situation Monitoring and Cross-Monitoring

- What are some ways that your team uses situation monitoring?
- What are some ways that your team uses cross-monitoring?
- What are some examples your team has come up with for how and when to use cross-monitoring?

Situation Monitoring Video Reflection

- What does your team think was improved in this video compared with last week? In particular, how did they see situation monitoring demonstrated?
- What strategies did your team find effective?
- What other opportunities for situation monitoring did your team identify?
- Has your team identified any barriers to situation monitoring?
- What strategies does your team suggest to overcome barriers to situation monitoring within your office?