

Vital Teams: Team Leadership Essentials

Webinar
December 10, 2015



Welcome to Vital Teams!

- The Episcopal Church Foundation
- Vital Teams is a pilot initiative of ECF focusing on:
 - Training for lay and clergy leadership teams
 - Partnering with seminaries and leadership institutions
 - Creating tools for identifying new leaders



Introductions

- Rev. Ronald C. Byrd, Sr.
- The Vital Teams Team
- Participants
 - Name & Faith Community
- Prayer



Opening Prayer

**Disturb us, Lord, when
 We are too pleased with ourselves,
 When our dreams have come true
 Because we dreamed too little,
 When we arrived safely
 Because we sailed too close to the shore.**

Disturb us, Lord, when
 With the abundance of things we possess
 We have lost our thirst
 For the waters of life;
 Having fallen in love with life,
 We have ceased to dream of eternity
 And in our efforts to build a new earth,
 We have allowed our vision
 Of the new Heaven to dim.

**Disturb us, Lord, to dare more boldly,
 To venture on wilder seas
 Where storms will show Your mastery;
 Where losing sight of land,
 We shall find the stars.
 We ask you to push back
 The horizons of our hopes;
 And to push back the future
 In strength, courage, hope, and love.
 This we ask in the name of our Captain,
 Who is Jesus Christ.**

— — — A prayer by Francis Drake

Presentation overview

- Types of Vital teams
- Three essential ingredients for vital teams:
 - Strong relationships
 - Clear processes
 - Focus on results
- Identifying next steps
- Additional Resources



Types of vital teams

- Vestries
- Bishop Committees
- Oversight Committees
- Search Committees
- Board of Directors



Three essential ingredients for Vital Teams

- Strong relationships
- Clear processes
- Focus on results



Strong relationships

- Beginning meetings with relationship building
- Holding regular team retreats
- Different communication styles



Different communication styles

- Collaborator, Contributor, Director, Inquisitor
- The Controller, The Analyzer, Promoter, Supporter
- Assertive, Aggressive, (Passive-aggressive) Submissive, Manipulative

Strong relationships

- The four phases of group development:
 - Form – When new team members get to know one another
 - Storm – When team members struggle to identify and/or clarify roles
 - Norm – Roles are clarified and norms are set for how group will work together
 - Perform – At last, the team can focus at the work at hand

Questions or Comments?

Clear processes

- Running an effective meeting
- Consensus decision making
- Facilitating conversations



Clear Processes: Build a better agenda

- What makes for a good meeting agenda?
- Consent Agenda for typical business matters
- Old Business -vs- Unfinished Business
- Team/Committee Reports
- Financial Reports
- Calendar Dates

Questions or Comments?

Focus on results

- Using the S.M.A.R.T. method for goal-creation:
 - Specific
 - Measurable
 - Assigned to
 - Realistic
 - Time-specific
- How does your team identify goals?



Focus on results

- Establishing regular, informal feedback loops
 - At group level
 - At individual level
- Suggested questions:
 - In your opinion, how are we doing as a team?
 - Is it your sense we're fulfilling the norms we established?
 - What has gone really well? What hasn't?
 - What would make things go better?

Questions or Comments?

Identifying next steps

- Identify at least one practice from each of the three areas covered that you would like to improve upon over next six months
 - **Strong relationships:** Beginning meetings with relationship building; holding regular team retreats; recognizing different communication styles; knowing the four phases of group development
 - **Clear processes:** Running effective meetings; consensus decision making; facilitating conversations; building better meeting agendas
 - **Focus on results:** Use S.M.A.R.T. method to create annual goals; establish feedback loops at group and individual level

Additional Resources

www.helpguide.org/articles/relationships/effective-communication.htm

www.clairenewton.co.za

www.au.af.mil/.../comm_style

www.getselfhelp.co.uk/communication.htm



Thank You!

- Please Visit ECF Website
- Please fill out and return the email evaluation form
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