



# Facilitator Guide

Module 3: Teamwork

Delivered by



## Module 3 – Personal Profile

### Facilitator's Guide

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**Follow this guide to facilitate delivery of this module with young people.**

Ensure students / groups have internet access to complete research. It is suggested that students can work in groups or individually on the activities.

The 'Student Resource' can be printed and completed by hand or may be downloaded and completed on the Word document. If completing on the Word document, students can highlight their selection where it asks for an answer to be circled or ticked.

#### Introduction (5 minutes)

This module focuses on the key skill of teamwork. Introduce this activity by encouraging student discussion around the importance of teamwork in all work environments. Highlight the benefits of teamwork in the workplace.

#### Activity 1 (30-90 minutes)

Explain that there are many personal skills that make people good team players.

Students begin by reading through the table that gives examples of personal skills that help you to be good at working in a team. This table of skills has been taken directly from the Indeed website and is therefore quoted directly from that resource. The language in the table will not be accessible for all learners and therefore it is recommended that this activity is completed as a small group or whole class to give space for group discussion to explore each skill in more depth.

Students are encouraged to then reflect on their own teamworking skills. Students complete the blank table by selecting 3 skills that they have and list examples of when they have had to use each skill.

#### Activity 2 (30-75 minutes)

Students begin by identifying an example of a successful team they have been a part of and consider what made them successful, completing the questions in the table. Students then use the internet to research and write about a famous team that have achieved success, recording their findings in the table.

Summarise with a discussion on the benefits of working as a team, for example:

- Each person bringing their own unique set of skills and experience to the team.
- Collaborative problem-solving leads to better outcomes.