

Cherry Crest Adventure Farm  
150 Cherry Hill Rd.  
Ronks, PA 17572  
717-687-6843



Dear Friend,

I have enclosed the information that gives an overview of our teambuilding program. Please take a brief moment of your time to review this info as it is most descriptive. I believe that you would find this opportunity to be a highlight of the year for your company as well as a very valuable tool for you as a Human Resources Coordinator.

The program utilizes stations in the maze which correspond with exercises in a workbook. As you find a station your small group works thru the corresponding exercise and then moves on. All the while you are also playing the game of the maze trying to find all 15 pieces of the maze puzzle map. The maze experience helps to magnify many aspects of teams or teamwork that are found right in the work place as well.

The cost for doing our teambuilding when the maze is open is \$35.00 per person. This price includes:

- Coordinator/Host for 2 hours
- Entrance to the farm and maze
- Refreshments after the maze.
- Learning Manual for all participants.

We can work with other matters and arrangements including food and time and so on.

Please review the enclosed introduction to our program to grasp some of an idea as to what the structure and goals of the program are like.

If you came at a time when the maze is not normally open the cost would be an additional \$150.00 dollars for operation of the maze. These times are based on availability and must be scheduled in advance. If you came early before we opened on a normal business day there would be a minimal charge of 75.00.

The manual will be yours to keep and could be used for several follow up sessions at a later time.

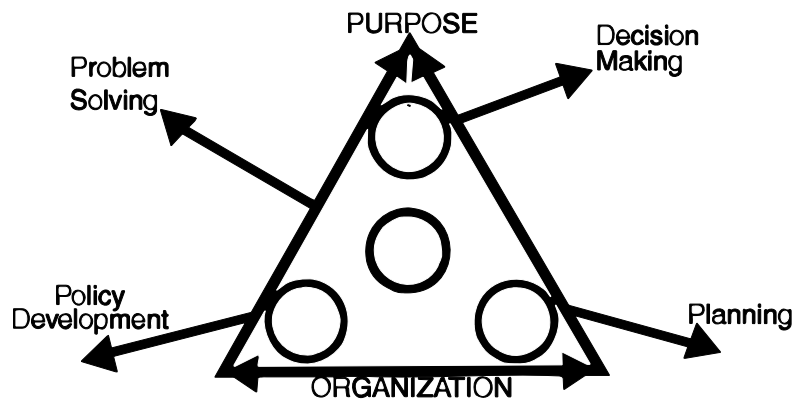
If you have any further questions please do not hesitate to call!

Sincerely,

Rudy E. Kilgore

General Manager

In organizations, such as schools, churches and businesses, the relational dynamic for accomplishing their purpose is implemented through small groups or teams. Most of their decision-making, problem-solving, policy development and planning are filtered through small groups. Therefore, the effectiveness of the organization can most accurately be evaluated by examining the effectiveness of its small groups or teams established for goal accomplishment. The quality of their working relationship has a direct bearing on the effectiveness of the organization as a whole.



A well-functioned organization will have working teams or small groups that are productive. A team of competent and cooperating people who have the same general goals and who have resources on which to draw is the principal resource of an organization. Thus, it is essential that organizations strive to improve the effectiveness of their teams.

There are real payoffs for team building in every type of organization. Without a conscious awareness of how groups of people are relating to one another in the task at-hand, the potential for the lack of commitment and vision, avoidance of responsibility and risk taking, poor communication and destructive competition are almost inevitable. Through participation on a team where there is effective communication, shared leadership and decision-making, personal responsibility and cooperative goals to which everyone is committed, the meaning, significance and productivity of both the team and the organization are greatly enhanced.

## Qualities of Team Building

Listed below are general qualities of an effective team. As you move through the maze, you will have a variety of activities that will help you to think through the effective group dynamic concepts that relate to these qualities.

- ◆ Goals are clearly understood by all team members.
- ◆ Team members feel free to communicate their ideas and feelings accurately and clearly.
- ◆ Participation and leadership is distributed among members.
- ◆ Appropriate decision-making procedures (preferably consensus oriented) are flexible enough to match the needs of the situation.
- ◆ Power and influence is equalized throughout the team and based on expertise, ability and access to information, not authority.
- ◆ Team cohesion (relational satisfaction) is at a high level.
- ◆ Opposing opinions and ideas are encouraged for the sake of involvement, creativity in decision-making, and commitment to putting decisions into practice.
- ◆ Adequacy in problem-solving is high.
- ◆ Interpersonal effectiveness of team members is high.



## Rules for the Maze

- + The goal for your journey through the maze is to exercise team problem-solving techniques to such an extent that the entire team exits the maze in the shortest amount of time, having worked through as many mailbox assignments as possible. (The mailbox assignments are explained further on in this "Rule" section).
- + The ideal team size is eight people. The team will enter and go through the maze as a whole. At no time may the team divide within the maze. Decisions for directions are made as a team. The final result is for the entire team to exit the maze together with every team member feeling a sense of accomplishment and satisfaction.
- + Each team member needs to have a copy of this *Maze Manual* and a pen for use throughout the maze. You will be asked to refer to information in it frequently.
- + Each team member should have good walking shoes, may want to carry a water bottle, and must wear a numbered identification card that is readily visible by all other team members.

As your team moves through the maze, you will come across strategically placed, numbered mailboxes. When your team comes upon one of these numbered mailboxes, you are to stop and find that corresponding numbered 'mailbox' assignment sheet in your copy of the *Maze Manual*. The assignment sheet will communicate a significant concept that enhances the way groups of people or teams work and relate to one another. Read the information regarding that particular concept and satisfactorily fulfill the brief individual and/or group work called for before continuing through the maze. There are fifteen mailboxes scattered throughout the maze. You may not find all fifteen, but the more you find, the more worthwhile we'll make it for you at the end!

- + When your team finally emerges through the maze, you will come back to the debriefing area where you will be given refreshments. At that point **fill** out the team building feedback questionnaire (which can be duplicated and distributed to team members at another time) and answer the debriefing questions at the end of your *Maze Manual*. Both the feedback questionnaire (if desired) and the debriefing questions can be used to summarize the entire team experience.



This experiential learning module is not designed to be a threatening experience. Relax, have fun and learn some new insights about how you as a team member and your entire team relate to one another.



Pasted below is a sample of one of the excersizes



Team Leadership Function Analysis



Take two minutes as a team to discuss the following statements regarding team leadership.

*Statement 1:  
Different situations often require leadership styles if a leader is to be effective.*

*Statement 2:  
Although there may be a designated leader in a team any team member is a leader if he does things that help the team reach its goals.*

“Distributed” leadership function involves the expression and interaction of a variety of “tasks” and “maintenance” functions that happen on the team.



Take two minutes to individually match the following task and maintenance functions with their definition. After the group proceeds again, begin to personally roleplay either the task or maintenance function that corresponds to your team number.

### Task Functions

- \_\_\_ Information and Opinion Giver
- \_\_\_ Information and Opinion Seeker
- \_\_\_ Direction Giver
- \_\_\_ Energizer



### Maintenance Functions

- \_\_\_ Encourager of Participation
- \_\_\_ Harmonizer and Compromise
- \_\_\_ Tension Reliever
- \_\_\_ Active Listener



### Definitions

1. Listens and serves as an interested audience for other members, is receptive to other's ideas, goes along with the group when not in disagreement
2. Asks for facts, information, opinions, ideas and feelings from other members to help group discussion.
3. Stimulates a higher quality of work.
4. Offers facts, opinions, ideas, suggestions and relevant information to help team discussion.
5. Expresses team standards and goals to make members aware of the direction of the work and the process being made toward the goal and to get open acceptance of group norms and procedures.
6. Warmly encourages everyone to participate, giving recognition for contributions, demonstrating acceptance and openness to ideas of others, is friendly and responsive to team members.
7. Eases tensions and increases the enjoyment of group members by joking, suggesting breaks and proposing fun approaches to team work.
8. Persuades members to analyze constructively their differences in opinions, searches for common elements in conflicts and tries to reconcile disagreements.

