WELCOME TO THE MUSEUM GIFT SHOP

Implement the following strategies with your teams to promote a positive culture.

Ideas you can implement tomorrow to a week from now:

- Kudos Trophy
- Email Recognition
- Post-its
- Team Norms
- Praise and Gratitude Board
- Quote of the Week

Ideas you can implement in 30 to 60 days:

- Templates for meeting agendas
- Team Purpose Statement
- 30 Minute Data Digs
- Team slogan
- Synching Email Signatures
- Team Meeting Icebreakers
- My Goodwill Story
- Host a Team Lunch or Dinner
- Swag!
- Scoreboard

Ideas you can implement in 6 months to a year:

- Book Studies
- Team Appreciation Events
- Conferences
- Game Time
- Host Speakers or Workshops

The following pages break down each of the items listed above.

Ideas you can implement tomorrow to a week from now:

<u>Kudos Trophy</u>: A trophy passed from one employee to another at your team or department meeting. The first employee picks who the recipient of the trophy will be, based on something the recipient did that reflected the core values, the mission, or that simply was great!

<u>Email Recognition</u>: Send a weekly email recognizing team members for a previous week's win.

<u>Post-its</u>: They are quick and easy! Write positive feedback, a fun quote, or simply say that you are glad someone is on the team on a post-it. Stick it on their desk and watch them smile.

<u>Team Norms</u>: Does your team meeting have norms? If not, norms will create themselves! Click here to learn more about creating team norms at your next meeting and the benefits. <u>https://www.ccl.org/articles/leading-effectively-articles/the-real-world-guide-to-team-norms/</u>

<u>Praise and Gratitude Board</u>: We all secretly love dry-erase boards. Hang one up in a visual and high-traffic area for your team. Let the team go to town by writing notes of thanks and recognition on the board. When people from your team and other departments walk by, they will stop to read the messages (and want to be a part of your team). Don't forget to leave various colored dry-erase markers on the board. This makes it more visually appealing.

<u>Quote of the Week</u>: Brene Brown, anyone? Choose a different team member to send the team an inspiring, thoughtful, or funny quote each week.

Ideas you can implement in 30 to 60 days:

<u>Templates for meeting agendas</u>: Agendas can include team purpose statements, norms, values & collective commitments, initiatives & goals, roles & responsibilities, shared leadership roles, and a consensus builder.

<u>Team Purpose Statement</u>: A purpose statement is the team's north star. People happily come to work when they know what they are working towards. Once you create this, post it everywhere! Have it in your email signature, posted in each cubicle, and on your team meeting templates.

<u>30-Minute Data Digs</u>: If you want to see a cultural shift in your team, start looking at the data as a team. Digging through data will help your team know if they are gaining ground toward SMART Goals or KPIs. Data digs also guide where your team should shift their focus and what they need to stop doing and leave behind.

<u>Team slogan</u>: Does your team "Just Do It"? Are they "Made for More"? Create a team slogan. You can share this tagline, place it in your team templates, or make a game of your slogan and see how many people outside of your team learn the slogan for your team in a month (because you share it so much).

<u>Synching Email Signatures</u>: Get with MARCOMM and IT to determine how to unify your team with matching and consistent email signatures.

<u>Team Meeting Icebreakers</u>: Whether you meet weekly or monthly, icebreakers are an easy way to build relationships with team members, get to know them personally, and create a fun culture.

<u>My Goodwill Story</u>: Each month, have one team member share a story about how Goodwill has supported them, changed them, or made their dreams come true. They can do this verbally at a meeting, through a written email, or even a video!

<u>Host a Team Lunch or Dinner</u>: What does everyone love more than a free lunch? A free dinner. Hosting a lunch is great, and hosting a team dinner provides a more relaxed atmosphere for members to get to know one another and celebrate. Lunches can be done more frequently. Dinners work well quarterly or every six months.

<u>Swag!</u>: It's the best when Oprah shouts, "You get a bag, and you get a bag!" Why not do the same for your team? Is your team working on a themed project, or does your team have a fun inside thought or joke that you can turn into a swag and give out as a gift? They will appreciate your thoughtfulness.

<u>Scoreboard</u>: What are your team goals? How are they measured? Where can people from other departments get this information? Make your goals visual with a scoreboard showing your team's data!

Ideas you can implement in six months to a year:

Book Studies: Books studies allow your team to create a shared language and dive into shared values and commitments. Dare to Lead by Brene Brown, The Five Dysfunctions of a Team and The Ideal Team Player by Patrick Lencioni, or Stephen Covey's The 7 Habits of Highly Effective People are great places to start.

Team Appreciation Events: Role out the red carpet and theme up your team meetings, lunches, or spirit week.

Conferences: Think about your team's goals and values. Is there a conference or professional development that your team can attend together to continue a culture of learning? Conferences help perpetuate learning, as well as support cultivating new ideas.

Game Time: Implement a week-long game with your team. Think "Survivor" with daily activities.

Host Speakers or Workshops: Invite other teams to hang out with your team. Hosting workshops or offering up guest speakers from your team allows your culture and message to spread throughout the company.