

BEHAVIOUR CARDS ACTIVITY

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TEAM MEETINGS - IMPROVING THE MEETING CULTURE



Your team meetings are currently functional but have an undertone of cynicism. Some weeks they are great, others weeks the meetings are a complete waste of time.

You currently have good team processes in place, including agenda items which the team can contribute to (but often don't), chair/minute roster, and meetings start at a consistent time each week.

Although more and more each week you are finding you are having to go around the office to get people to the meeting. There is consistently one or two staff who either arrive late or leave early citing 'other work commitments'. And some discussions get bogged down into the nitty-gritty with minimal resolutions.

You have decided that it's time to address and improve the culture of meetings within the team.

1. Select the behaviours that could be relevant to improving the culture of meetings within your team.

2. Identify 4-5 specific behaviours that you could discuss and hold your team accountable to.

