

**Course Coordinator:**

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Training and Education

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**Phone:** 952-992-5277

**Course Length:** 20 hours

**Delivery:** In-Person + Online Community

### Course Description

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Currently many multidisciplinary teams are absent of a good facilitator, and/or those that exist are not rooted in a shared philosophy and understanding of what a strong/effective team is and how the facilitator plays a critical role on that team.

**A team facilitator** is a neutral leader who tends to the relationships, communication and accountability of the MDT while fostering an inclusive environment to improve outcomes for children and families impacted by abuse.

This curriculum will provide both a grounding philosophy of what makes an effective team and skills within each of those characteristics: 1) Psychological Safety, 2) Structure and Clarity, 3) Meaning, 4) Impact, and 5) Dependability (Google re:Work). We believe training and mastery of these skills will result in stronger teams and better outcomes for kids.

### Course Objectives

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Participants will leave with a solid understanding of the 5 characteristics of effective teams and be able to do the following in their role as facilitator:

1. Establish safety and trust on the team.
2. Provide structure and clarity to team processes and systems.
3. Create shared meaning that incorporates individual differences, roles and mandates to establish a shared WHY.
4. Demonstrate fluency in the CAC model and how the MDT approach impacts families and children.
5. Understand and implement strategies to foster resiliency of team members.
6. Communicate expectations and implement shared accountability processes.

### Course Format

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The course is comprised of three core modules that take place over 2.5 days of classroom learning. An online community will be available for pre-work and follow up, as well as continued support and learning.

Any students with disabilities or other special needs who need special accommodations in this course are invited to share these concerns or requests with the course coordinator. Please contact Midwest Regional CAC at [sara.lee1@childrensmn.org](mailto:sara.lee1@childrensmn.org) as soon as possible after registering for the course.

### Faculty Disclosure Announcement

It is our intent that any potential conflict should be identified openly so that the listeners may form their own judgments about the presentation with the full disclosure of the facts. It is not assumed any potential conflicts will have an adverse impact on these presentations. It remains for the audience to determine whether the speaker's outside interest may reflect a possible bias, either the exposition or the conclusions presented.

Planning committee members and presenter(s) have disclosed they have no significant financial relationship with a commercial interest and have disclosed that **no conflict of interest** exists with the presentation/educational event.

### Lesson Overview

	Lesson	Title	Learning Topics	Length
<b>MODULE 1 - Foundations</b>	1.1	<b>Role of the Team Facilitator</b>	<ul style="list-style-type: none"> <li>Roles, responsibilities and purpose of the Team Facilitator position</li> </ul>	30 minutes
	1.2	<b>Strengths Finders</b>	<ul style="list-style-type: none"> <li>StrengthsFinder results and overview</li> <li>Identify strengths and talents and how to use them in role</li> </ul>	1 hour 30 minutes
	1.3	<b>Google Team Model &amp; Assessing Your Team</b>	<ul style="list-style-type: none"> <li>Google Team Model and 5 Characteristics</li> <li>Strategies, symptoms and activities for building effective teams</li> </ul>	1 hour 15 minutes
	1.4	<b>Building Trust &amp; Creating Psychological Safety</b>	<ul style="list-style-type: none"> <li>Overview of Psychological Safety</li> <li>Behaviors and strategies to increase psychological safety</li> </ul>	2 hours 45 minutes

MODULE 2 – Skill Building	Lesson	Title	Learning Topics	Length
	2.1	Creating Structures & Processes	<ul style="list-style-type: none"> <li>Effective structures for case review, on-boarding new team members, follow up and action planning with the team (i.e. agenda creation, case tracking)</li> </ul>	1 hour
	2.2	Facilitating Open Dialogue	<ul style="list-style-type: none"> <li>Overview of role of bias in decision making</li> <li>3 strategies to challenge personal bias</li> <li>Intervention strategies to use during difficult conversations</li> </ul>	2 hours 30 min
	2.3	Giving & Receiving Feedback	<ul style="list-style-type: none"> <li>Framework for giving effective recognition and constructive feedback</li> </ul>	1 hour
MODULE 3 – Team Resilience	Lesson	Title	Learning Topics	Length
	3.1	Common Challenges & Solutions	<ul style="list-style-type: none"> <li>Group problem solving of current challenges and identification of solutions</li> </ul>	1 hour
	3.2	Building Team Resilience	<ul style="list-style-type: none"> <li>Overview of Resiliency</li> <li>Strategies for resilience as an individual and as a team</li> </ul>	1 hour 30 minutes
	3.3	Action Planning	<ul style="list-style-type: none"> <li>Planning time to apply learning to work</li> </ul>	30 minutes

## **Disclaimer Statements**

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Points of view or opinions expressed in this course are those of the subject matter experts who created the curriculum and do not necessarily represent the official position or policies of OJJDP or the U.S. Department of Justice.

## **Acknowledgments**

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## Funder/Sponsor

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