

## TEAM CONTRACT

Reflect individually on the prompts that ask about how you would like to set up your team. After you have each had quiet time, share and then work together to create a collective response. Take your individual responses into account. Collaboration is all about balancing the individual and the collective.

After discussing together, complete the team contract. As you reflect on your collaboration throughout this unit, revise this contract as necessary. You may choose to use the "Norms Protocol."

### Team Identity

Logo:

Team Name:

Explanation:

Team Mantra:

Brand Kit (team font and colors):

Collective Goal:

Motivation:

Signatures:

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As the team forms, use this table to capture each teammate's heart goals and motivations.

Name	Heart Goal	Motivation

Role	Responsibility
<b>Motivator</b>	<p>The motivator is responsible for motivating their teammates, building a strong team identity, reflecting on how well the team is upholding leadership conditions, and engaging in leadership practices to individually and collectively achieve positivity and productivity. The motivator keeps a pulse on team morale, motivates others, and assesses the teamwork. Go, team!</p> <p>Responsible for leadership practice: Reflect and set goals Responsible for leadership condition: Motivating work</p>
<b>Project Manager</b>	<p>The project manager is responsible for the operations of the team. They create a project plan and monitor the team workflow. Additionally, the project manager manages materials and the physical space. They ensure all team members are productive and the team's work is being delivered on time. They provide training for the team, as needed.</p> <p>Responsible for leadership practice: Experiment with strategies Responsible for leadership condition: Leadership opportunities</p>
<b>Facilitator</b>	<p>The facilitator is responsible for running team meetings, leading discussions and presentations, and facilitating feedback sessions. They ensure equity of voice and hold an expectation for high-quality academic work across the team. Finally, they resolve conflict that may arise.</p> <p>Responsible for leadership practice: Exchange feedback Responsible for leadership condition: Safety to take risks</p>
<b>Advocate</b>	<p>The advocate is responsible for identifying the resources, supports, and opportunities that will help the team move toward its individual and collective goals; taking steps to request them; and, if accessed, making good use of them. The advocate also helps the team work with what it has when additional resources are not available. The advocate thinks bigger about what the team can achieve by advocating for themselves and others.</p> <p>Responsible for leadership practice: Advocate for self and others Responsible for leadership condition: Belief in self and others</p>

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Team Norms and Strategies		
	THINGS WE SAY AND DO TO PROMOTE . . .	STRATEGIES FOR IF _____ BREAKS DOWN
<b>Motivation</b> Consider motivating work		
<b>Perseverance</b> Consider celebration of success and failure		
<b>Communication</b> Consider safe connection		
<b>Collaboration</b> Consider belief in self and others		

Project Plan		
STEPS	WHO IS RESPONSIBLE	DEADLINE