



Draft Programme for RYLA 2006

Monday	Tuesday	Wednesday	Thursday	Friday
Integration & Explanation of Working methods  Session 1: <b>My HomeWork life</b> (Module 1)	Session 4: <b>Leadership- Theory and practice</b> (Module 6)	Session 6: <b>My Values and Me</b> (Module 11)	<b>Community Project</b>	Session 10: <b>Preparation of Presentations</b>  Personal Review
Lunch				
Session 2: <b>Working together Teamwork in action</b> (Module 2)	Session 5: <b>The Roles I Play</b> (Module 10)	Session 7: <b>How Others See Me</b> (Module 12)  Session 8: <b>Mid-Course Review</b> (Module 13)	<b>Community Project</b>	Session 11: <b>Presentations</b>  Review of Course
Dinner				
Session 3: <b>Personal aims &amp; Getting organised.</b> (Module 4)	Forest Drop (team exercise, CPs etc)	Session 9: <b>Rotary-history &amp; What it does.</b> (Module 9)	Keynote speaker	End of Course event and presentations



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### Outline Programme:

#### **Session 1: My Home/Work life**

*Aims:*

This session builds on the integration described in the introduction and helps participants to get to know each other. This provides an opportunity for participants to start to learn the value of knowledge and understanding of others and how this helps to build teams. This will also help participants to start thinking about their own background and work role in preparation for the work on their personal targets.

*Suggested method:* Each participant is asked prior to the course to bring in some items from home which represent their culture/work/family/religion/local area etc. These can be anything from clothes to food. They will then be asked to present these items to the rest of the group and to explain what they represent to them. The session will also introduce them to speaking in front of the group, a skill that will be developed over the week.

The session will end informally with participants using the opportunity to speak to individuals and find out more about each other, try the foods they have brought in etc.

#### **Session 2: Working together Teamwork in action**

*Aims:*

This session aims to cover the basic principles of teamwork and will include how to be an effective team members as well as how to plan, implement and lead simple tasks. The session will focus on how to develop individual skills and will ask participants to focus on how they can use them in their work roles.

*Proposed Method:*

The participants will undertake a series of specific problem solving tasks. The participants will be divided into small groups and each group would rotate around the tasks. Each task will require teamwork and each task will be led by a different member of the group. At the end of each task there will be time for the leader and the other members of the group to review the tasks, focussing on the successes/challenges faced by the leader and the team members. These reviews will be facilitated by a member of the course staff to reinforce ideas about leadership, teamwork and effective communication.

NB. There are a number of different problem solving tasks/activities based on site at Gilwell and these can be chosen based on the needs/abilities of the group.



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### **Session 3: Personal Aims and Getting organised.**

*Aim:*

This session aims to focus on the needs and aims of the individual, introduce the Community Project and will also be an opportunity for participants to take some responsibility for the arrangements for the rest of the week.

*Proposed methods:*

Individually the participants will be asked to focus on their work role and what they hope to achieve from the course. They will then be asked to start developing a personal action plan with some targets for the week. (We will provide them with a blank action plan with space for short-term and long-term targets).

The idea of the Community Project will be introduced. The course staff will help them to choose a Community Project based around the aims they have identified. We will arrange a number of different opportunities both on site and in the local community which they will be able to take part in on Friday. These can range from an environmental project to work within a local school/care home etc. depending on the group. We can discuss the range of opportunities you would like to offer based on the participants.

Although each Community Project will be different, the participants will be asked to prepare a presentation after it and each will be given the same brief for this presentation. They will be asked to report back on the project they undertook but also to focus on what they learnt from the project based around the areas they have covered on the course such as teamwork, roles, values, leadership etc. Each participant will be given 20-30 minutes for this presentation and will be able to use any method they choose. The presentation will be at the end of the course.

Participants will need to be thinking about the structure of the presentation/project throughout the week and course staff can take opportunities throughout the course to speak to individuals.

### **Session 4: Leadership- Theory And practice**

*Aim:*

Building on from what participants learnt about themselves and about leadership in Session 2, this Session aims to cover some basic theories about leadership and effective teams. This session will also focus on effective communication.

*Proposed Method:* This will be theory based session and will cover theories such as Adair and Hershey and Blanchard. We will also focus on the different leadership styles, their preferred leadership style and how these need to be adapted depending on the situation and role they are undertaking. It will also focus on the qualities and skills they think make a good leader. The session will conclude with some more active tasks based around effective communication.



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### **Session 5: The Roles I Play**

*Aim:*

This session will look more specifically at the different roles that make up an effective team and the roles they may be required to take on in their workplace/the teams they are part of. This session will lead on from Session 4 where they will have started exploring the role of a leader. This session will cover some basic theories about teams but also give them an insight into their natural style and the roles they take on.

*Proposed Method:*

This session will centre on the Belbin Team Roles questionnaire and time will be given for the completion of this and discussion with the course staff about their natural style/role. This can then be brought into a group discussion about adapting role/style for different teams and examples from earlier in the course can be used to illustrate those changing roles. To further highlight this some small group tasks can be provided with participants working in small groups based on 'role type' to highlight that successful team requires a balance of roles.

NB.As requested, in this session we will also include some work on the role of Chairman and the skills required for this role. This will be based around the skills and qualities required to facilitate a group followed by an opportunity to try these skills out. The participants can be split into two groups and given a discussion topic, with one group member chosen as the chair of each group. Depending on time the chairmanship can be rotated. At the end of this, the task should be reviewed to see how individuals found the role.

### **Session 6: My Values and Me**

*Aim:*

This session aims to help individuals understand the need for self-knowledge, tolerance and for valuing individuals but also allows time in the programme for reflection.

*Proposed Method:*

This session would normally be based around discussion. The session would start with time to identify three things they have learnt about their values and the values of the group.. These would be put up on post-it notes around the room and would provide a framework for the discussion. The discussion should draw out the following issues:

- Tolerance
- Valuing diversity
- Self-knowledge/self-confidence.

The discussion should reinforce how these elements are vital in all skills they have learnt so far, such as leadership, teamwork and effective Communication and how values/opinions shape the group. It should also focus on the need for identifying shared values within a team. These discussions should also be helpful preparation for their Community Project.



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### **Session 7: How Others See Me**

*Aim:*

Following on from the previous session, this session looks at the impact an individual has on a group, consciously and unconsciously. This session is more challenging for the individual but will be light-hearted and positive. The overall aim is to reinforce their personal achievements and their impact on the group.

*Proposed Method:*

Participants will be introduced to the Johari's Window theory of self-awareness and the aspects of personality which we conceal. It will also highlight the parts of our personality which we are ourselves unaware of but which others can identify. One method for this would be to ask participants to work in pairs and undertake a review of each other and their contribution to the group. The discussion can then be centred on how they use these talents.

### **Session 10/11: Presentations**

As outlined in Session 3, although each Community Project will be different the participants will be asked to prepare a presentation after it and each participants will be given the same brief for this presentation. They will be asked to report back on the project they undertook but also to focus on what they learnt from the project based around the areas they have covered on the course such as teamwork, roles, values, leadership etc. Each participant will be given 20-30 minutes for this presentation and will be able to use any presentational method they choose.

Participants will need to be thinking about the structure of the presentation/project throughout the week and course staff can take opportunities throughout the course to speak to individuals.

This presentation will reinforce what they have learnt on the course, give an opportunity for them to review their aims for the week, help to shape the action plans they take away at the end of the week and provide a more formal opportunity for public speaking.

### **Notes:**

- 6 months later-bring group back together to discuss what they have got from the course/personal actions.
- Public speaking will be incorporated throughout the programme. Participants will be asked to report back at the end of sessions and all participants will be encouraged to develop their presentation skills.