

Guidelines on Team Building exercises and excursions

For Implementing Units of NURI CSA

The objective of team building exercises is:

- Building team Cohesion – identification of team members strength and weakness, enable each member to appreciate their individual role.
- Boost morale and motivation – through helping staff appreciate job satisfaction for the roles they have been assigned.
- Increased organizational productivity – improved efficiency of processes and procedures, less wastage of time, money and resources if members are properly engaged as part of the bigger picture
- Improve communication - collaborative communication, conflict management and appreciation of individual differences and views.

Frequency and timing:

Each unit can implement one team building activity per year

2 to 3 days out of office, including transport time. If well justified a 4th day may be added for transport time to sites of particular learning interest.

The visit must have an element of learning – i.e. visiting relevant sites for learning

Learning Objective

The visit must have an element of learning with high likelihood of staff understanding, replicating and passing on the knowledge acquired to NURI groups

There should be a clear and realistic objective of visit in the case of learning visits

Practices employed in the site of visit/ by the host should be relevant for NURI target groups farmers

Visits with an element of hands-on learning are encouraged

Planning and approval process:

Planning should not coincide with important field or training activities, but should be timed so as not to negatively impact activity implementation.

A small committee may be established at the IP to plan and organise the team building.

If relevant an external facilitator with a clear ToRs can be included, possibly NURI CF staff

Draft programme and budget must be approved by CF 2 weeks prior to implementation.

Reporting:

A brief report, including a description of activities, photos, and a summary of lessons and recommendations should be sent to the Regional Coordinator within 2 weeks of the team building exercise.

Prepared by NURI CF

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