

## Collaboration and Teamwork Training Transfer Indicators

**Supervisor:** \_\_\_\_\_ **Date Module Attended:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_ **Today's Date:** \_\_\_\_\_

There is a set of fundamental supervision and management knowledge and skills needed in order to be an effective supervisor. Whether on the job for two months or several years, these concepts should be regularly reviewed by a supervisor and their manager in order to achieve a high level of supervision.

**How to use Training Transfer Indicator's (TTI's):** For new supervisors, following Supervisor Core Module VI, use the TTI's to assess the supervisor's learning and application. Review the TTI's during supervision to reinforce concepts learned during Core and apply them to every day practice. For seasoned supervisors, use the TTI's as a conversation guide to revisit fundamental supervision and management knowledge and skills.

**Synopsis of Supervisor Core Module VI: Collaboration and Teamwork:** In this workshop, benefits and strategies for collaboration are highlighted through consideration of the unit as a single system within the larger agency, department and community. Characteristics of units that function effectively are also presented. Supervisors are given tools to assess the level of performance of their unit and are presented with an opportunity to develop a plan to improve their unit's functioning. Finally, strategies are introduced to help the supervisor build a unit that is successful in achieving the agency mission and vision through successful collaboration and teamwork.

Training Transfer Indicators	Plan for Further Development
<b>Topic: Collaboration</b>	
Identify an organization outside of your agency and describe how you could collaborate with this entity to achieve better outcomes for children and families.	
What are some strategies to overcome barriers to collaboration?	
<b>Topic: Effective Unit Performance</b>	
What are four characteristics of groups that perform affectively?	

Training Transfer Indicators	Plan for Further Development
With the four characteristics you identified in mind, what strategies could you use to help you achieve these characteristics?	
<b>Topic: Improving Unit Performance</b>	
Describe the importance of unit meetings for the assessment and improvement of unit performance.	
What are some strategies to ensure effective unit meetings?	
Describe your unit's current performance using a SWOT analysis.	
What is your plan to improve the performance of your unit?	

**Additional Comments:**

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