



## 2024 National Order of the Arrow Conference

### **Session:** Building High Performance Teams

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**Session Length:** 45 minutes

## Session Description

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If you want to go fast go alone, if you want to go far go together. Working with a team is the most efficient way to reach a goal or complete a project. This Course will go over how to develop a leadership team, the different stages of development, and the team design based on the goal or expected outcome.

## Learning Outcomes

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**Outcome 1:** Have a clear understanding of why some leadership teams perform better

**Outcome 2:** Receive the knowledge of how to build a high-performance team

**Outcome 3:** Be empowered to collaborate, innovate and produce work at the highest levels

## Theme Connection: Seek New Heights

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[The theme of the 2024 NOAC is Seek New Heights, emphasizing the drive for excellence that characterizes the OA and our daily lives. How will your session incorporate this theme?]

This presentation will enable you to increase your leadership skills, not only in your lodge, but also in your job by showing you what steps to take in building a high-performance team and raising the results to new heights.

## Facility and Material Needs

### Facility Needs

*Is this session remote delegate-compatible?* [Yes – With the proper equipment]  
(i.e. can the material be engagingly taught via live stream)

*Does this session need audio/video (AV) capabilities?* [Yes]  
(i.e. projector)

*Are there any other specific facility needs for this session?* [Laptop computer with MS PowerPoint]  
(i.e. movable chairs, panel-style seating, etc.)

### Material Needs

[Please put “NOAC Training Committee” under “Source” if you need a material and cannot source it yourself - we will try to source it for you. Please note that we would strongly prefer training materials to be in a digital format and would advise against flipcharts and other physical materials. If you need microphones, extension cords, etc., please also specify those needs here.]

Material	Quantity	Source
Extension cord	One	NOAC Training Committee
Lectern or podium	One	NOAC Training Committee
A/V projector and screen	One	NOAC Training Committee
HDMI Data cable (computer to projector)	One	NOAC Training Committee

## Session Preparation Steps

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**Step 1:** Review the slides and the notes on each slide

**Step 2:** Research references for any additional information, if needed

**Step 3:** Practice giving the presentation

## Additional Staff Members

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[If you are having additional trainers assist you with your session, please fill out their contact information below. Please note that due to the conference sell-out, we are limited in our ability to register additional staff members on the training committee. We recommend that your additional trainers come from contingents or other staff members that can break from their duties to facilitate the session.]

Trainer Name	Email	Phone #

# Lesson Plan

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[The main body of your presentation should be here. Remember to adjust the timing for each session as you add/edit topics. **Remember, be as specific as possible - the goal is for someone to be able to read this syllabus and understand how to facilitate your session in the future!**]

## Helpful Templates:

### Activity

Copy and paste this box wherever you have an activity in this session!

**Materials Needed:** [materials]

**Length of Activity:** # [min]

**Activity Description:** [description]

### Trainer Action

If at any point the trainer needs to complete an action (play a video clip, prompt questions, etc.) copy paste this box and edit this text to specify what!

## Introduction

*Slides [05]-[05]*

**2 minutes**

- What is the definition of a High-Performance Team

## Topic I

*Slides [06]-[16]*

**18 minutes**

- Characteristics of High-Performance Teams
  - Clear goals ties closely to team and organizational priorities
  - Understand how their work fits into the organizational mission
  - Top performance management drivers of engagement
  - Team members have clearly defined roles and responsibilities
  - Mutual respect among leaders and team members
  - Respect for open and clear communications with two-way feedback
  - Manage work and deadlines based on priorities
  - Leaders and team members feel aligned and connected
  - They trust and respect each other

- Together, they celebrate success and recognize contributions
- Balance short-term priorities with long-term growth

## **Topic 2**

*Slides [17]-[22]*

**17 minutes**

- How to Build a High-Performance Team
  - Create a stable team with a shared sense of purpose
  - Build a cohesive and value aligned team dynamics
  - Encourage an environment of open communications
  - Stress on the importance of learning
  - Set measurable goals
  - Recognize and reward achievements

## **Topic 3**

*Slides [23]-[24]*

**3 minutes**

- Benefits of Having a High-Performance Team
  - Benefits for the lodge and its members
  - Benefits for the Order of the Arrow

## **Topic 4**

*Slides [25]-[25]*

**2 minutes**

- Developing High-Performing Teams: The Way Forward

## **Conclusion & Takeaway Challenge**

*Slides [26]-[26]*

**3 minutes**

Please take out your notebook and pen. For the final three minutes, think about your current and future roles in the OA, in Scouting, and in life. Write down three key takeaways from this session that will enable you to Seek New Heights in those current and/or future roles. For example, building a high-performance team to meet a challenge you may be facing. Later today, feel free to share these key ideas with others in your chapter or lodge.

## Appendix: Resources and Source Material

[Please add all referenced sources or handouts that would be useful to share with session attendees.]

Resource	Link
Order of the Arrow, Mission & Purpose	Available online at: <a href="https://oa-bsa.org/about/mission-purpose">https://oa-bsa.org/about/mission-purpose</a>
Quantum Workplace – How to Build a High Performing Team	<a href="https://www.quantumworkplace.com/solutions/build-high-performing-teams">https://www.quantumworkplace.com/solutions/build-high-performing-teams</a>
Simplilearn - The Secret Recipe to Building High-Performing Teams	<a href="https://www.simplilearn.com/building-high-performing-teams-article">https://www.simplilearn.com/building-high-performing-teams-article</a>
Jason Westland – Building High Performance Teams	<a href="https://www.projectmanager.com">https://www.projectmanager.com</a>