

Creative Arts – Team Lead Module 2 – Invest in Team Members Through Intentional and Encouraging 1:1s

Meeting with individual team members allows the overall team to grow in abilities and it allows the relationship between you and your team member to grow as well. The goal of a 1:1 is to help each person take steps spiritually, in life and in serving at The Ridge.

Core Competency 2

Invest in team members through intentional and encouraging 1:1 meetings.

Week 1

What CAN happen in meetings versus what we WANT to happen in meetings.

Read, Watch, and Reflect

Read and Watch

Begin by [watching this video](#) and reading [Colossians 3:12-16 \(NIV\)](#).

Reflect

Reflect on what you just saw and read by thinking through the following:

- Think of a time when you were in a meeting like the YouTube video portrayed. Understanding how real people can fall into these stereotypes can help you keep your tendencies as a leader in check and allow you to bring out the best in those you're leading. Do you tend to behave like one of the characters you saw?
- What stood out to you most while reading the verses from Colossians?
- Do you see a contradiction between how many "workplace" meetings are and how God wants us to be when interacting with others? If so, how would you resolve the tension?
- Have you learned anything or focused in on anything new that you want to bring to your 1:1's with your team?

Exercise

During your work meetings and/or social gatherings over the next week: Evaluate whether people are behaving as the stereotypes you saw in the YouTube video. What personality types pop up most and how did they impact the overall flow of the meeting or gathering? If you were at a workplace meeting, did your leader define the goal of the meeting before you started and how did that impact the pace and content of the meeting? How did you feel while attending? Was anything significant accomplished? Write your responses down and bring them with you to your huddle discussion.

Week 2

Use this section to learn why creating a relational connection to each team member is vital for that team member and for the church overall.

Read, Watch, and Reflect

Read

Read [this article](#) from *The Christian Post*.

Reflect

Reflect on what you've just read by considering the following:

- Who's the glue that keeps you at The Ridge? How has your answer changed over time?
- How can God use relationships to move the mission of The Ridge forward?
- What steps can you take to become the glue (or a part of the glue) that ties your team members to The Ridge?
- How can a positive and growing friendship enhance a 1:1 meeting?
- In what ways have relationships helped you take spiritual steps?

Exercise

Over the next week, find 1-3 people who are serving on a team or participating in a group at The Ridge and ask them how they initially got connected and why they've stayed? Record their comments.

Find 1 person who is not currently on a team or in a group and try to take one action step toward being the glue that could keep that person at The Ridge.

Week 3

This section will equip you to hold 1:1 meetings by walking you through what should be included, how you can prepare, and best practices for executing the meetings.

Read, Watch, and Reflect

Read

Read the following [blog entry](#).

Reflect

Reflect on what you've just read by answering the following:

- What stood out to you most?
- What are some things suggested here that you feel should be part of a 1:1 that you hadn't considered before?
- What intimidates you about holding 1:1 meetings with team members? What excites you?
- Can you think of anyone on your team that may resist the idea of a 1:1? If so, please brainstorm ways to overcome that potential challenge.
- How do you see 1:1 meetings improving relationships within your team?

Exercise

- Imagine you are your own boss at work. Sketch out a plan to hold a 1:1 meeting with yourself.
- Hold a practice 1:1 meeting with someone going through the module process with you. Take turns being the ones leading the meeting or acting as the team member. Think about how much you are talking, what questions you are asking, what areas take more or less time, etc.

Week 4:

This section will provide what we consider to be “best practices” for holding a 1:1 meeting at The Ridge.

Read

Read the following best practice questions for holding a 1:1 meeting.

It’s important to cover as much ground as possible during 1:1 meetings as possible.

This allows you to connect with your team member, find out more about them and how their time serving on the team is going. Ask these questions:

- How are you?
- What are you celebrating?
- What challenges are you facing?
- How will you tackle those challenges?
- How can I help you?
- Did I miss anything?
- How can I pray for you?

Exercise

Keeping track of what was said during 1:1’s over a period of time allows you to see how someone is developing and whether there are recurring struggles or patterns to be aware of. You can choose a method you feel fits you best, whether that’s a notebook or something more digital.

- Create a system for keeping tabs on your 1:1 meetings.
 - Notebook option: simply purchase a notebook and create a section for each person you will hold 1:1’s with. Be sure to leave room for continual updates with that person.
 - Digital option: The Ridge uses a free web-based tool called Asana for tasks like this. (Asana is also available as a free App, and using this version can allow you to take notes during a 1:1 no matter where you meet!) Your coach can invite you to Asana via email and setting up a digital 1:1 template should take you just a few minutes because we’ve already created the [1:1 questions template](#) for you. You will simply copy the template and rename it for each team member. Then [switch the setting on each to private](#), so only you and your team member can view

the details. Next, fill in any specific details for each team member. You can also upload documents, PDF's or list websites you'd like them to view prior to your meeting. Finally, invite your team member to view your 1:1 agenda in Asana.

- Role play a 1:1 meeting with someone during your next huddle.