

Team Liftoffs Workshop Agenda

Powered by Team Liftoffs





“Every team needs a Liftoff”

DIANA LARSEN

A STRATEGIC INVESTMENT

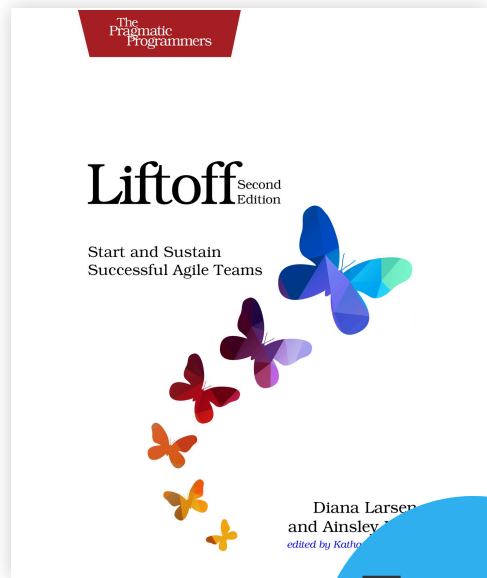
The Liftoff brings clear **visibility**
and **early assurance** that the team
will deliver **high performance**

When a project is **high-stakes**, it needs to start well.

How the team starts determines how it continues.

Based on the internationally trusted book by Diana Larsen and Ainsley Lies

Liftoff - Start and Sustain Successful Agile Teams



Trusted
BY TEAMS
WORLDWIDE

- ✓ Convince teams and sponsors the **value of starting well**.
- ✓ **Prepare, organise and facilitate a Liftoff** from initial brief to a successfully launched team.
- ✓ Learn how to co-create a living **Team Charter** with the team and leadership.
- ✓ Understand the **theoretical background** behind Liftoff
- ✓ Gain a bank of **practical activities** to help you facilitate.

Workshop Agenda

1

Pre workshop

- Needs assessment (online survey)
- Reading material
- Key terms
- Overview of the Purpose-alignment-context triad

2

The Theory and Concepts behind Liftoff

- Understanding of team dynamics
- How complex systems (teams) behave under uncertainty
- Understanding of how friction and entropy impacts teams and what you can do about it
- The problems we are solving with a liftoff and how you can bring value
- Overview of the Liftoff template
- Creating an agenda and the techniques for facilitating

3

Guided Hands-on Facilitation of a practice Liftoff

- Focus on an part of the Liftoff we want to facilitate in a safe environment
- Hands-on practice of facilitating part of a liftoff with experts
- Practical techniques and feedback
- Question banks
- Guidance on setting up a Liftoff Agenda

4

Retrospection and next steps for your Team Liftoff

- Retrospective: what worked well in the guided practice Liftoff
- Key Questions to ask the team
- Metrics to focus on
- Action list of interventions
- Personal next steps





Workshop details

Location

Live online workshop, remote

Timings

Two half days typically Wednesday and Thursday

3:30pm – 6:30pm British Standard Time

10:30am – 1:30pm Eastern Standard Time

7:30am – 10:30am Pacific Standard Time

Requirements

MS Teams Account

Miro account preferred



TEAM LIFTOFFS

Team Chartering

For a Team Liftoff we recommend these five activities as a starting point. A Liftoff can be adjusted or extended to the unique needs of your team.

"Whether you're a leader, team coach or agile practice lead, project or program manager, you'll gain strategic and tactical benefits from Liftoffs."

Instructions for the Team Liftoffs Miro Template

We're delighted that you have decided to use our Miro template to liftoff your team! Here are a few pointers to get you going.

Before the Liftoff
- Prepare an agenda with timings and share with the team.
- Prepare a draft version of the Vision and Team Mission with the relevant team members and bring the artefacts to the Liftoff.

Start the Liftoff
- Starting with purpose, facilitate the core nine activities from the purpose-alignment-context blast.
- Remember to apply the 'Liftoff Single Round' format.
- Remember to do the 'Succession Checklist' after each of the blasts.
- If you need guidance for a particular activity, follow the 'About' links for some inspiration about how you could facilitate the activity. Feel free to use your own experience or experiment.
- For extra resources, go to: <https://www.teamliftoffs.com>.

Liftoff
- Be the best, and do tell us how it went - we will respond!
Feedback@teamliftoffs.com
Diana and Neal

Liftoff Simple Rules

- Attend to the interrelations of the whole system
- Begin each endeavour in a context of possibility
- Set the stage for collaborative discovery
- Think together to learn from one another
- Learn more as the journey unfolds (during Liftoff and beyond)

Liftoff - The Book



01 VISION

How are we making the customer's world better?

Write product vision here

The problem we're solving is ...

We're changing the user's world by ...

The reason we're here and the intention is ...

Next

02 MISSION

How's this team contributing to this vision?

Our Team Mission

Our customers ...

Our customer ...

What we're actually delivering ...

Next

03 MISSION TESTS

How do we know we're on the right track?

Complete the sentence: We will know we are on the right track when ...

Next

04 CHECKLIST

Check the alignment with the Goodness checklist

1. Is the mission, job, or project goal well-defined, clear, and measurable?
2. Does the customer system's design support this?
3. Does the team mission contribute to the vision?
4. Does the team mission align with the customer's needs?
5. Do the mission team members in the team possess the skills and resources?
6. Are the tasks within the context of the team?
7. Can you tell how the mission tasks are aligned to 'right' and transparent with 'new' ideas?

01 SIMPLE RULES

Define how the team acts.

Start with verbs

Next

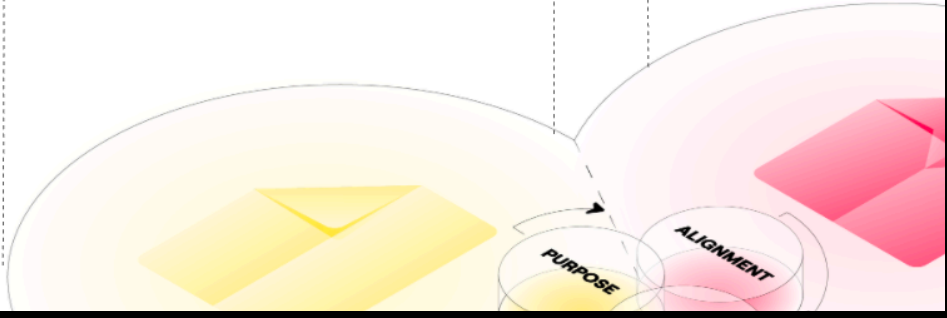
03 WORKING AGREEMENTS

What are the best conditions for working together?

Complete the sentence: We work best when ...

This may change with time. Remember to revisit.

Next



Learn how to access and use The Team Liftoffs Miro Canvas

Master the skills to set up your team for high-performance with a Liftoff.

Boost your confidence, make yourself invaluable

Learn how to lead your team to high performance with a strong start, team cohesion and clear purpose.

Continuous improvement

Live online workshop with theory, guidance and hands-on practice with experts in a safe practice environment.



Ready to start (or restart) a team and achieve high-performance?

teamliftoffs.com



Any questions? Reach out

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