



# Collaboration Teams: A Systems Approach to Planning a Project

**2018 National Pesticide Applicator Certification and Safety Education  
Workshop Agenda TOGETHER WE CAN!**

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# Collaboration Teams

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- **Almost every significant contribution requires a team!**

# Collaboration Teams def.

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-A collaborative team is a group of individuals who share **common** beliefs and work towards **common** goals.

# Collaboration Teams def.

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- Collaborative team members spend time discussing what they hope to accomplish as a team and set team and individual goals for reaching that vision.

# Collaboration Teams def.

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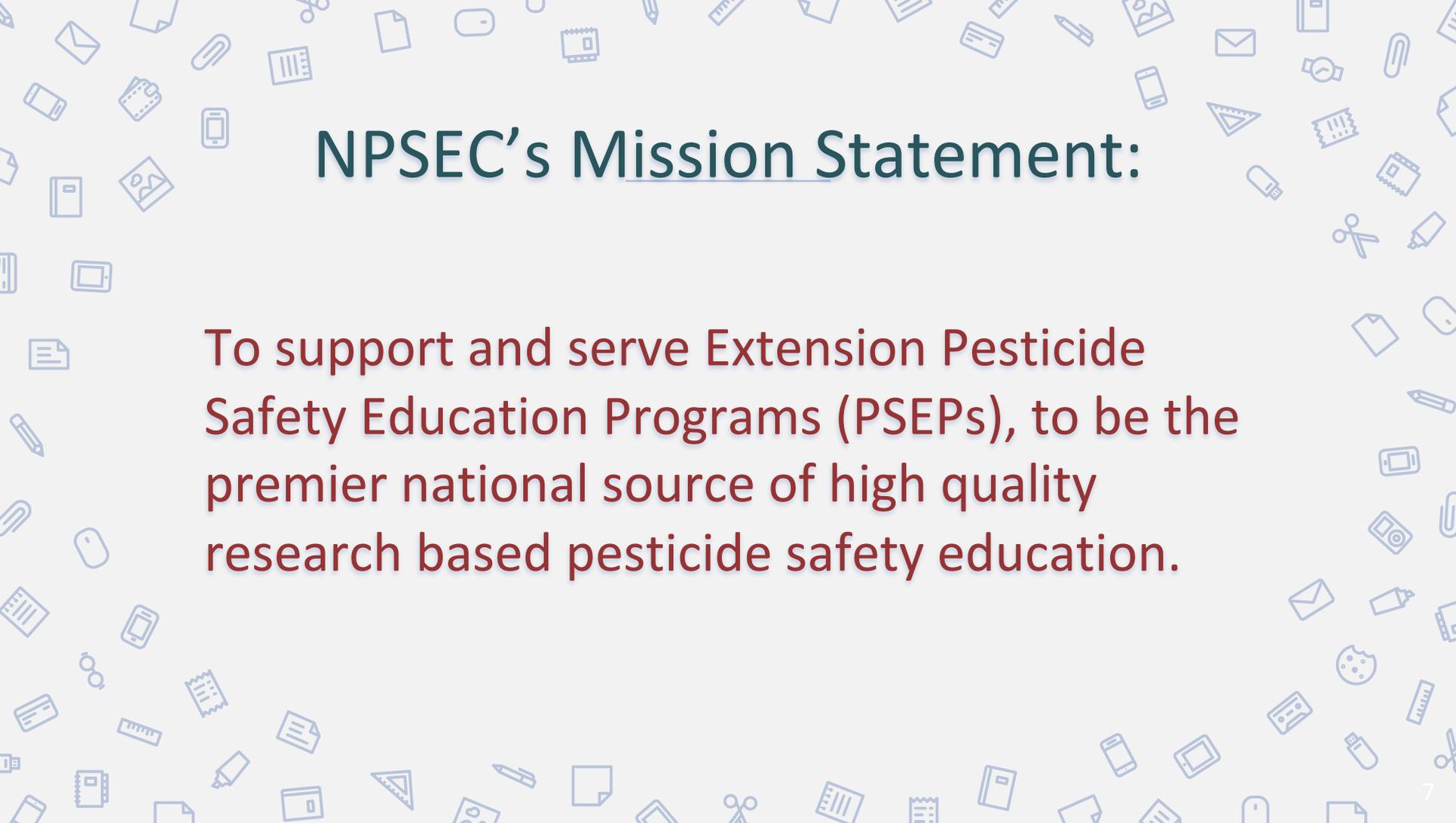
-A collaboration **team** sees value in working together, a common goal that gives them a meaningful reason to work together, along with receiving mutual benefits for the individual's program as well as the **team**.

# Collaboration Teams def.

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-Equal Partaking- Collaboration provides every team member with equal opportunities to participate and communicate their ideas.

- Key: is a willingness to share knowledge and workloads.



# NPSEC's Mission Statement:

To support and serve Extension Pesticide Safety Education Programs (PSEPs), to be the premier national source of high quality research based pesticide safety education.

# NPSEC Collaboration Teams

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- NPSEC adopts a broad definition of a *collaboration team*, as a group of individuals who share common goals and attitudes who meet regularly to collaborate on ideas and issues related to a specific topic.

# NPSEC Collaboration Teams

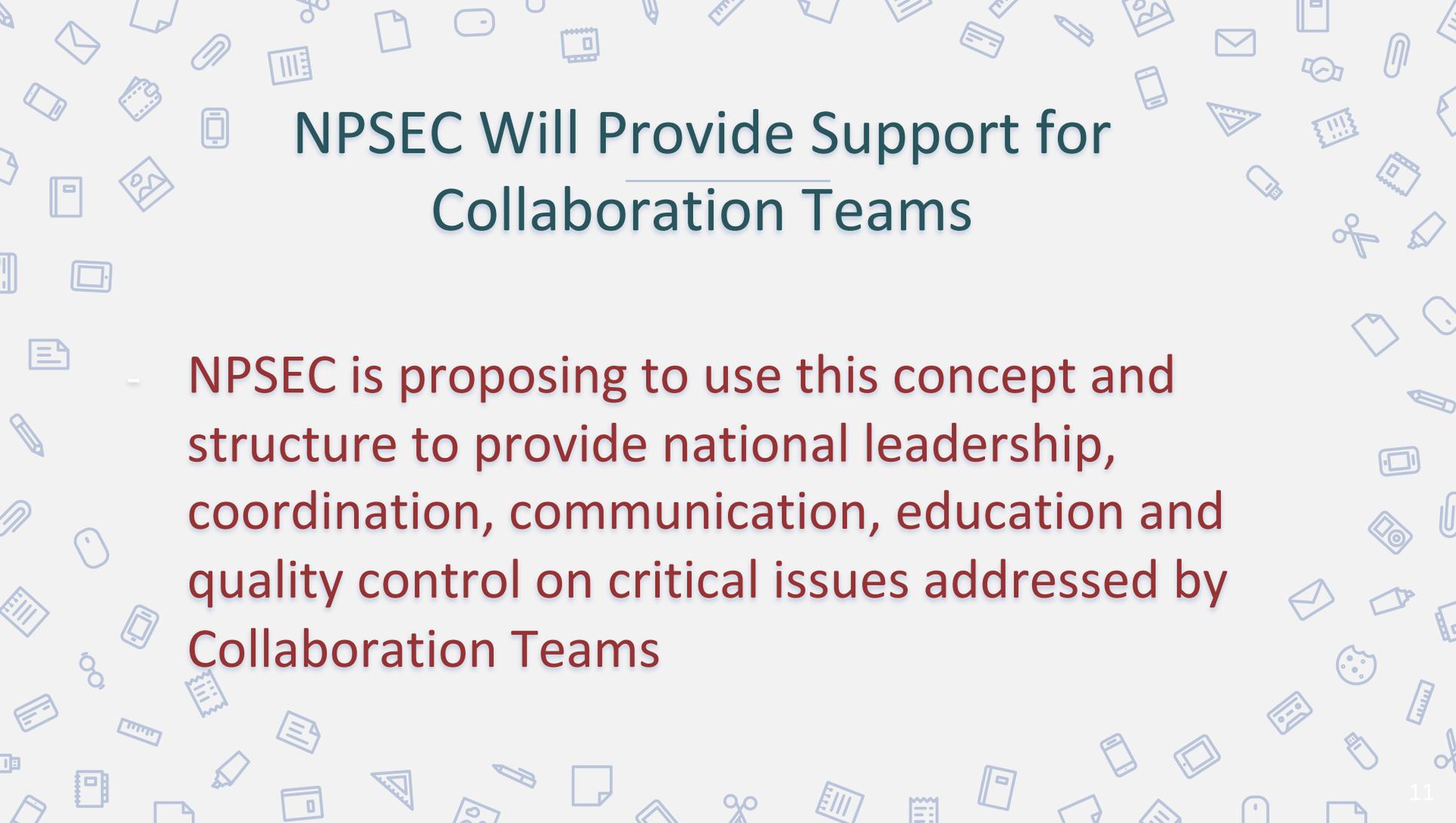
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- The ultimate goal is the development of resources that can be reproduced, packaged, reviewed and scaled at a regional or national level to promote pesticide safety education.

# NPSEC Provides a Platform for Collaboration Teams

-NPSEC's role is to assist Collaboration Teams in creating or enhancing educational products geared toward pesticide safety education.

-NPSEC does not own anything that the team produces. Products are owned solely by those that created them.



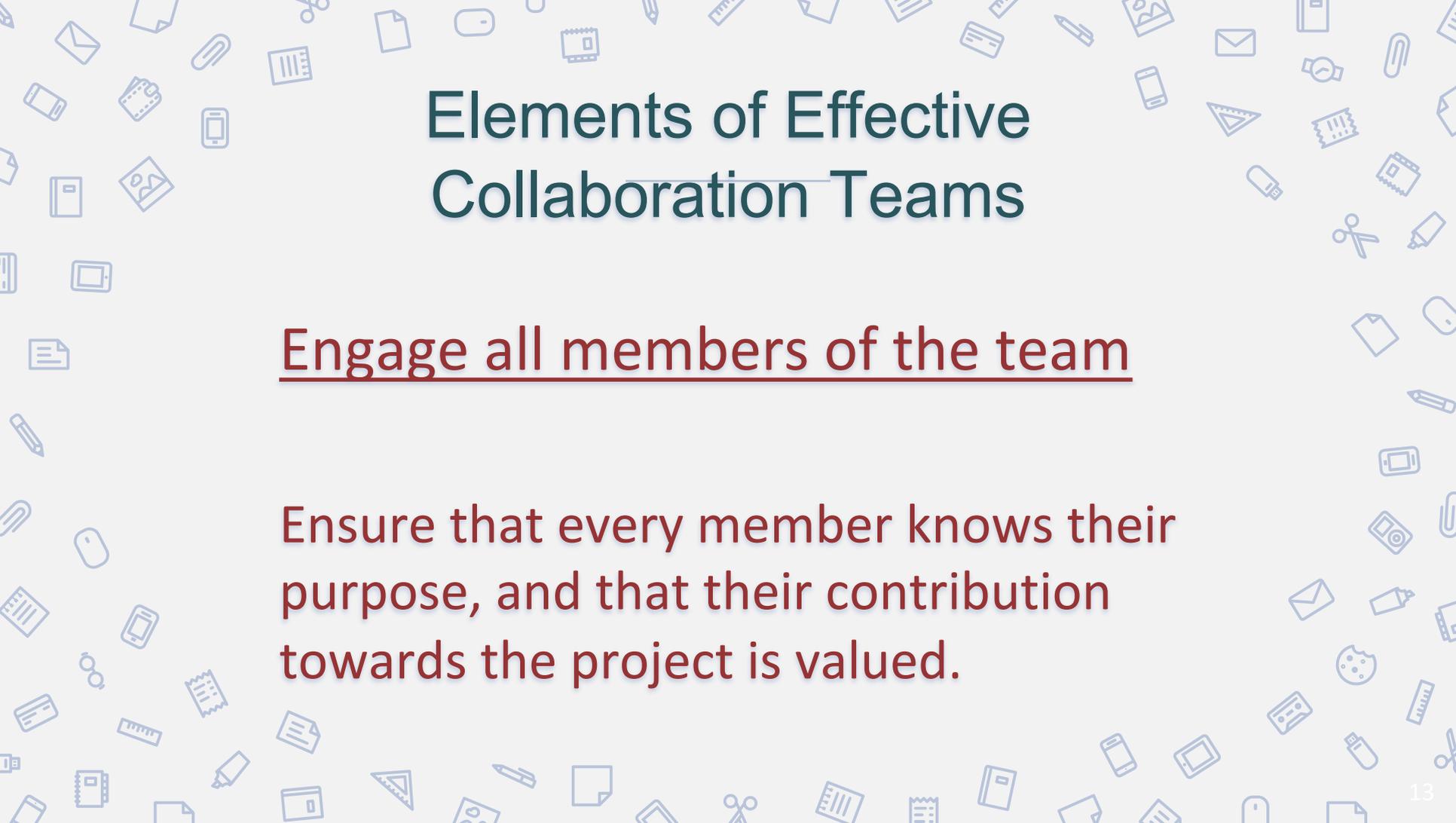
# NPSEC Will Provide Support for Collaboration Teams

- NPSEC is proposing to use this concept and structure to provide national leadership, coordination, communication, education and quality control on critical issues addressed by Collaboration Teams

# Elements of Effective Collaboration Teams

## Great Communication

Clear agreement on the goals and tasks to be performed throughout the duration of the project.



# Elements of Effective Collaboration Teams

## Engage all members of the team

Ensure that every member knows their purpose, and that their contribution towards the project is valued.

# Elements of Effective Collaboration Teams

## The right leaders

The responsibility of guiding a team to their target is not an easy thing to do.

# Elements of Effective Collaboration Teams

## The skill of compromise

Compromise is what will get everyone to agree on a solution, and keep the work flowing smoothly.

# Elements of Effective Collaboration Teams

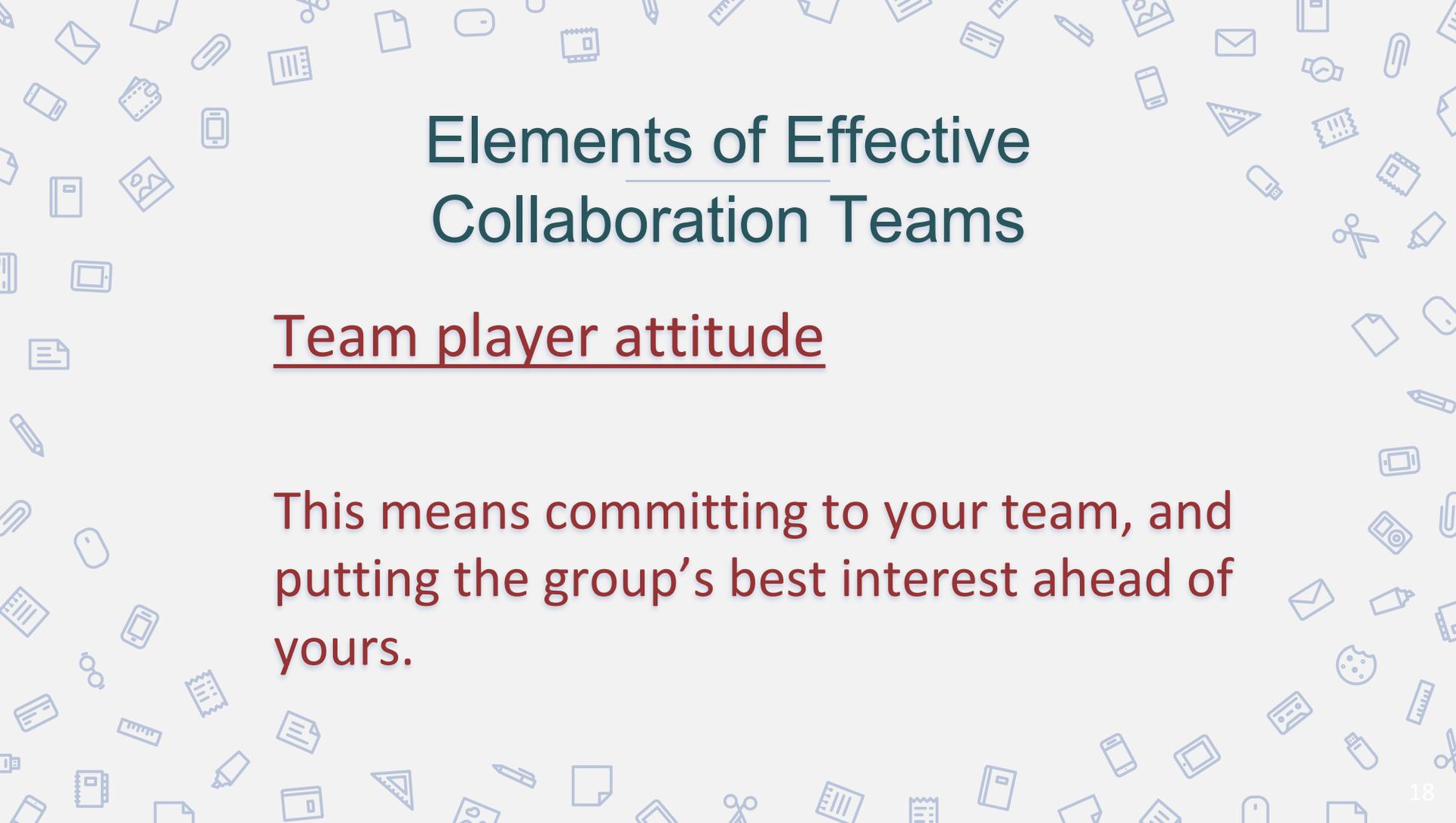
## Conflict management

When there are many people working on a project there may be instances where they may not all get along.

# Elements of Effective Collaboration Teams

## Reliability

Being part of a team means having to rely on others to hold up their end of the bargain.



# Elements of Effective Collaboration Teams

## Team player attitude

This means committing to your team, and putting the group's best interest ahead of yours.

# Elements of Effective Collaboration Teams

## Diversity

This doesn't just apply to the different skill sets and expertise of the roles required to deliver the project, but also to the personalities of the individuals in the roles.

# Elements of Effective Collaboration Teams

## Open dialogue

Creating an open dialogue where feedback goes both ways enhances the skills of your team, and solidifies trust.

# Elements of Effective Collaboration Teams

## A team collaboration tool

NPSEC will provide a Basecamp folder for each team to facilitate team communication and project development.

# Using A Systems Approach

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-A system is a set of interacting or interdependent components acting as a whole. (Merriam Webster)

## -Why this approach?

- Programs have a clearly defined intent and focus
- Instructors/educators know what to teach
- Expectations for learning are clear
- Skills of students/participants are documented
- Problems in the system can be identified

# A Systems Approach

## Characteristics of a systems approach:

- Interactive
- Consist of several components
- Has input, output and feedback
- Has several functional parts that communicate
- Provides a template for visibility

# Using a Systems Approach in Collaboration Teams

## Where to begin?

Consider the audience: Who will learn from/participate in your program?

-Individual

-Group

-Community

-The nation

-The world

# Component 1: Starting the Planning Process

-Who should you involve?

-Engage the learners/participants, stakeholders, instructors and subject matter experts.

Others?

# Make up of Collaboration Teams

Diverse group with a common area of interest:

- Pesticide Safety Education Program Coordinators
- Subject Matter Experts
- Regulators
- Industry representatives
- Others as needed, e.g. technical assistance

# Identifying the Team

- Collaboration
- Empowering participants
- Creating choices when possible
- Making participants integral to the planning process
  - Enhances “ownership” and increases odds for sustainability

# Conduct Needs Assessment

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- It's important to engage learners/participants in conducting a needs assessment
- Use data/information to guide plan of action
- Identify key levers for change, modifiable factors

# Conduct Needs Assessment

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- Identify potential barriers

- NPSEC is able to assist by identifying many ongoing efforts and technical experts using numerous sources they have available.

# Develop the Team's Objectives

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- These should be written in behavioral terms
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- Identify specifically what the “learner” will be able to do (Learning Objectives)

# 3 Types of Objectives

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–**Process:** What are you going to do? How will you do it?

- Describes activities or interactions

–**Impact:** How will you change knowledge, attitudes or behavior?

- Describes the degree of change

–**Outcome:** What are the long-term implications of the program?

- Describes the expected outcome for the target population

# Consider Using SMART GOALS

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- S = Specific: focused, can be easily interpreted
- M= Measurable: Can be quantified and compared with other data, it should be meaningful
- A= Attainable: achievable, reasonable, credible under the conditions expected.
- R= Realistic: fits into the team's constraints and is cost-effective
- T= Timely: doable within the time frame agreed to

# Identify Standards (Performance Metrics)

- Criteria for acceptable performance
- Can have short, intermediate and long-term measures
- Determine if the program was successful

# Success

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Is the accomplishment of an aim or purpose.

You may distribute your product(s) and find you need to make changes or due to careful planning and clear objectives you may have a home run.

# Production and Success

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NPSEC's goal is the development of resources that can be reproduced, packaged, reviewed, and scaled at a regional or national level and made available to promote pesticide safety education.

<https://www.youtube.com/watch?v=8Amu3UBj-qw>

1:45 min

<https://www.youtube.com/watch?v=vjSTNv4gyMM>

FIRST 3:28 MIN

[https://www.youtube.com/watch?v=fUXdrl9ch\\_Q](https://www.youtube.com/watch?v=fUXdrl9ch_Q)

First 2:44 min