



Our aim for our ministry teams is to reflect the unity and synergy modeled by the Trinity. A team manifesto serves as a practical tool in achieving this goal. It acts as a roadmap, outlining the shared values, goals, expectations, and norms of a team. Essentially, it declares the team's identity and purpose, guiding members and fostering collaboration.

## WHAT IS THE PURPOSE OF A TEAM MANIFESTO?



**Alignment:** Establishes clarity and alignment among team members regarding the team's purpose, goals, and values.



**Culture Building:** Defines the team's culture and expected behaviors, fostering a positive and supportive environment.



**Developing Norms:** Establishes clear norms for interaction and collaboration within the team.



**Clear Expectations:** Sets clear expectations for each team member, ensuring everyone understands their roles and responsibilities.



**Communication:** Serves as a reference point for communication standards, ensuring effective and respectful interactions among team members.



**Motivation:** Inspires and motivates team members by articulating a shared vision and common goals.

# HOW DO WE DEVELOP A TEAM MANIFESTO?

## 1. Preparation:

- » Distribute sticky note pads and writing utensils to each participant.
- » Share/write the team building prompt on your poster or whiteboard: "What does team mean to you?" Consider other prompts related to values, behavior, goals, etc., for future activities.

## 2. Silent Brainstorming:

- » Allow 2-3 minutes for each participant to silently answer the question. Participants should record each unique idea on a separate sticky note.



## 3. Idea Sharing:

- » Ask each member to share one sticky note at a time, posting or recording the ideas on the poster or whiteboard without allowing cross talk.

## 4. Clarifying Questions:

- » After everyone has shared their ideas, give another 2-3 minutes for team members to silently record any clarifying questions they have about their teammates' contributions. You can distribute and use [this graphic organizer](#).
- » Ask participants to share their clarifying questions one at a time, allowing the author to respond.

## 5. Grouping and Labeling:

- » Invite the group to help sort the answers into groups or themes based on similarities, giving each group a name or label.

## 6. Voting:

- » Once you have labeled the ideas, allow each team member to vote on which theme(s) or group(s) are most important to them. Each member should have votes equal to 1/3 of the total items brainstormed. For example, if the team puts together 9 themes, each person should vote for their top 3.

## 7. Consolidation:

- » Consolidate the high priority themes into one statement or manifesto.

## 8. Approval

- » Invite team members to indicate approval by signing the manifesto, either on the poster or on a printed version.

# WHAT IS THE FORMAT AND CONTENT OF A TEAM MANIFESTO?

Here's an example of a team manifesto for a neighborhood engagement team:

**Team Name:** Love Avenue — Embracing Community Beyond Walls

### Values:

Our ministry is founded on illuminating the path of Christ's love to all. We cherish the inherent worth and dignity of every individual, endeavoring to treat each person with grace and respect.

### Goals:

Our aim is to actively engage our community through tangible acts that mirror the boundless love of God. Motivated by the transformative power of Christ's love, we seek to reach out to those who have yet to discover the depth of reconciliation.

### Expectations:

We anticipate each team member to embody the core values of our ministry in their words and actions. We prioritize collaboration, open communication, and unified teamwork, encouraging all to contribute actively and engage wholeheartedly.

### Norms:

Operating with transparency, integrity, and humility, we acknowledge the journey's challenges. Yet, steadfast in our commitment, we embrace continual growth and learning, drawing guidance from our faith and from one another.

### Vision:

Together, we envisage a world where the kingdom of God is tangibly experienced, where every individual finds access to the resources and support they need to flourish. Through our concerted efforts and partnerships with kindred spirits and organizations, we are steadfastly dedicated to realizing this vision.

# THE ESSENTIALS:



At the heart of **effective teamwork** lies the creation of a team manifesto. It aligns everyone with shared goals and values, fostering collaboration and accountability. They serve as powerful tools, guiding us on our journey to live and share the gospel together. The time and effort invested in developing them bears the fruit of Healthy Church.