Engagement Parallel Steps Suggestions	Resources	Things to Consider
Develop a way to check in with your direct reports to assess how they address their staff's Secondary Trauma and their own organizational stress. Encourage self-care on all levels.	Secondary Trauma: www.secondarytrauma.org	
Enhance regular one on one supervision by utilizing the resource as a guide.	Effective One on Ones: https://www.manager-tools.com/2005/07/the-single-most-effective-management-tool-part-1	
Create a learning culture/environment.	Motivational Learning Techniques: http://www.nova.edu/gsc/forms/mi_rationale_techniques.pdf Creating a learning culture: http://www.inc.com/paul-schoemaker/how-to-create-a-positive-learning-culture.html http://www.trainingindustry.com/blog/blog-entries/how-leaders-create-a-learning-environment.aspx	
Institute a way to regularly recognize staff.		
Institute a way to build staff morale based on the results of the most recent Employee Engagement Survey.		
Conduct a 360 Degree Employee Survey. Apply your strengths and begin to address your opportunities for growth.	360 Degree Employee Survey/ survey monkey: https://www.surveymonkey.com/mp/360-degree-employee-evaluation-survey-template/	360 Survey costs. You will need to make a plan on how to use these results. How will you use your strengths and how will you address your opportunities for growth? You may need to recruit the support of your supervisor, a mentor or MiTEAM

		Analyst to strategize how to use these results.
Conduct a personality assessment of yourself and your staff. Use knowledge gained to engage better as a team.	Myers Briggs: http://www.onlinepersonalitytests.org/mbti Jung Personality Test: http://www.humanmetrics.com/cgi-win/jtypes2.asp	You will need to make a plan on how to use these results. How will you utilize each personality type to optimize your team functioning? You may need to recruit the support of your supervisor, a mentor or MiTEAM Analyst to strategize how to use these results.
Teaming Parallel Steps Suggestions	**Resources**	**Things to Consider**
If you are a member of the implementation team, ensure there is broad representation on teams and voice and choice at all levels (DHHS and PAFC).	Sub-team development: CSA CI 14-100 Strengthening Our Focus on Children and Families pg. 24-56 MiTEAM Summit Handout Teaming Structure Examples	
Research decision-making processes and determine as a team how you want to make decisions that affect coordination and functioning. Be sure to include the team member's voice and choice.	Decision making process: http://kenthompson.typepad.com/Presentations/7Teamdecisionmakingtechniques.pdf http://www.yourofficecoach.com/topics/coworker_relationships/group_decision_making/how_to_make_good_group_decisions.aspx http://www.philosophyib.com/3/wholebrain/effective-group-decision-making	
Evaluate the way your team collaborates with others (peers, internal partners and external stakeholders). Institute a plan to improve any gaps. An eco-map could be used.	Eco map: http://strongbonds.jss.org.au/workers/cultures/ecomaps.html	