

South Australian Public Sector Values

Team Pulse Survey - Facilitation Guide

This guide is for managers to use in a team meeting to develop a common understanding of the public sector values and why they are important to the team's work.

Approximate Time Required

30-40 minutes depending on team size.

You will need:

- Pens
- A copy of the Team Pulse Survey for each participant

Preparation Setup:

You should review the Public Sector Values and consider your own expectations of team behaviour and what you would like to see improved. This is a team discussion, so be sure to encourage input from everyone.

What	How
Introduce the Values	Lead a discussion on the purpose of values. Ask: <ul style="list-style-type: none">• What are values?• Why do we have values?
Complete the Survey	Hand a copy of the Team Pulse Survey to each participant and have them complete it. The instructions are on the survey.
Discuss the results	Ask the team to identify what they are doing well. Discuss differences in opinion and why some team members see strengths where others don't. Ask the team to identify what they are not doing well. Discuss differences in opinion and why some team members see weaknesses where others don't. Ask the team to nominate the values they would like to improve and why they are important to the team.
Create an Action Plan	Discuss and record what actions will be taken over the next three months to realise those values. Ask for volunteers to lead the actions and report back to the group. Thank the team for their ideas and input and commit to meeting again to review progress.