

My Message to You

The purpose of this activity is for the team to provide constructive feedback to a team member who is transitioning out of the team.

MATERIALS

- No materials are required for this activity.

INSTRUCTIONS

1. Team members are asked to form a circle with their chairs.
2. The purpose of the activity is to acknowledge and appreciate the departing team member's contributions to the team by providing positive feedback.
3. Each team member will have the opportunity to express their message to the departing team member, such as thanking Jean for their sensitivity in this group.
4. Each team member is allowed up to two minutes.
5. Continue until everyone has given a message to the team member who is leaving.

TIPS FOR SUCCESS

Allow participants a few moments to gather their thoughts before beginning.

Adapted from Gausselin Nold, Michelle. *Ten Steps to Effective Recognition A Handbook to Achieve Breakthrough Motivation. Successories Library*, 2004. Print. (pages 17 and 29)