

# Creating a Collaborative Vision Statement Worksheet

Teachers must become fully engaged in creating a shared vision for the program's future. You can create vision boards during a staff meeting or ask the staff to come to the staff meeting with vision boards they have already created. Here is a sample plan for guiding staff in creating a collaborative vision statement:

1. Provide a Guiding Statement: To create your vision board, you need to imagine that it is (insert date one year into the future), and the (name of your program) is vibrant, energized, and an amazing place for children and teachers to live and learn together.
2. Describe the Process and Provide Resources: Using an 8x10 piece of paper, illustrate exactly what is happening in your vision. You can use magazine cut-outs, words, cartoons, drawings, or photographs to illustrate your vision. Your vision boards will form the foundation of our work together at our next staff meeting.
3. Facilitate a Vision Focused Staff Meeting:  
Share key thoughts on the importance of having a shared vision, use these and/or add your own thoughts on the benefits to your program:

## **Key Benefits of Having A Vibrant Vision Statement**

- Provides clarity on where the program is headed
- Fuels the energy needed to move away from the way we have always done it to and to what we desire to be
- Paints a clear picture of your program operating at its highest level of success
- Highlights the professional aspirations of everyone in the program
- Increases the passion, intentionality, and engagement of everyone in the program
- Builds collaboration that is essential to program-wide transformation
- Guides the transformational journey of growth for the program
- Then divide the staff into groups of 4-5 and have them do the following:
  - Share their vision boards
  - Summarize the key points of the group's visions on a flip-chart

- Share their key points with the larger group

4. Form a Vision Committee: Ask for a couple of volunteers to join you in crafting a draft vision statement. The committee can begin by creating a summary of the key points from all the groups and then work on a draft vision statement that is clear, compelling, empowering and motivational. Share the draft(s) with the staff and ask for feedback before finalizing it.

5. Live Your Vision! Create visually appealing posters with the vision statement and post them with photos that capture the vision coming to life throughout the program. Use the vision as the foundation for creating meaningful and relevant professional development goals and learning experiences. Successfully weaving the vision into the daily life of the program will build a renewed sense of purpose and increase engagement.

**Option:** This process can be replicated with board members and/or parents.

#### **Additional Resources:**

More information on Vision Boards and Staff Meeting ideas can be found in my [books](#):

- MacDonald, Susan. *Inspiring Early Childhood Leadership: Eight Strategies to Ignite Passion and Transform Program Quality*. Lewisville, NC: Gryphon House, 2016
- MacDonald, Susan. *Inspiring Professional Growth: Empowering Strategies to Lead, Motivate and Engage Early Childhood Teachers*. Lewisville, NC: Gryphon House, 2019

**Vision Board Overview Video:** [How to Create a Vision Board](#) – Jack Canfield

**Presented by:** Susan MacDonald, Inspiring New Perspectives  
Website: [www.inspiringnewperspectives.com](http://www.inspiringnewperspectives.com)  
Email: [inspiringnewperspectives@gmail.com](mailto:inspiringnewperspectives@gmail.com)

## Brainstorm your program's Value Statement