Group skills and preferences mapping activity

Getting to know each other

Purpose:

This activity will help you get to know other people in your group, identify existing skills within the group and areas where you may need support or further skills development.

What to do:

Before a team meeting:

1. Share this document with the other members of your team.
2. Each team member fills in the table below. It includes an example to help you think about what to write. To help identify your skills and things you find difficult, you might find it useful to carry out a skills assessment in mySkills.

In a team meeting:

3. Review the table together. Make a list of all the existing skills ('things I am good at') in the team.
4. Are there any other skills you will need for this project? Make a note of any skills gaps (skills you will need but don't yet have in the team). How can you acquire these skills? The pathways in mySkills are a good place to start.
5. Have a look at what team members are worried about. How can you address these worries?
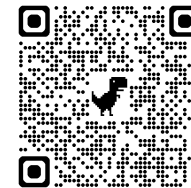
Name	I like to be called…	My preferred pronoun/s	I prefer to communicate using…	I am available to meet at the following times	My skills (things I am good at)	Things I find difficult	Things I am worried about
Example: Joseph Bloggs	Joe	He/him	Email or face-to-face	Monday and Wednesday afternoons, Friday mornings	Researching; Listening; Organising	Dealing with conflict; talking in front of an audience	Having to give a group presentation