NURSING SHARED GOVERNANCE
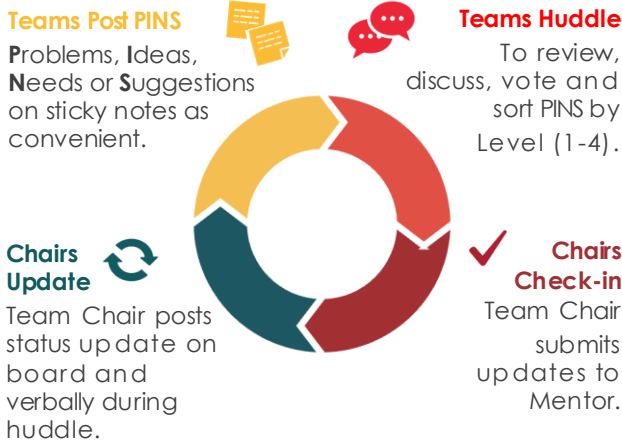# TEAM ACTIVITY: BUILD A TEAM BOARD

Following the instructions in the gray box, work as a "table-team" to build a Nursing Shared Governance Team Board.

What is a Team Board?

Team Boards are a visual management tool that supports unit-, clinic-, and department-level team participation in shared decision making and problem solving.

How does it work?

Teams Post PINS
Problems, **I**deas, **N**eeds or **S**uggestions on sticky notes as convenient.

Teams Huddle
To review, discuss, vote and sort PINS by Level (1-4).

Chairs Update
Team Chair posts status update on board and verbally during huddle.

Chairs Check-in
Team Chair submits updates to Mentor.

What does it look like?

Just like every unit-, clinic-, and department-level team is different, every Team Board and huddle process will be unique.

Teams with existing project boards and huddle processes may adapt their process to meet the standardized principles and practices of Nursing Shared Governance.

Step 1: Prepare your board
(Nominate a scribe to document answers)

Prepare

1. Write down team member names.
2. Pick a name for your team board.
3. List the "Top 5 Values" your team should follow when posting PINS on the board.

Step 2: Draw your board
Using the large poster board and markers provided, create a Team Board that accommodates 3 areas:

1. **Post PINS** – one area big enough for at least 10 sticky notes.
2. **In-Progress** – one area big enough for at least 10 sticky notes.
3. **Updates** – one smaller area where you can write updates with a marker.

When finished, populate text:

1. Write Team Board name (large)
2. Add team member names
3. List "Top 5 Values"
4. Label the 3 areas: "Post Pins", "In Progress", and "Updates".

Step 3: Hang up your board
When finished, use the Command Strips on the table to hang your Team Board on the wall. Try to spread out from other Team Boards.

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