

Activity: My office is your office



Brief description	Participants develop a common work culture based on their personal needs.
Goals	<ul style="list-style-type: none">• Participants develop an understanding of different preferences, needs and available options for action.• Participants learn how to deal with differences and resolve possible conflicts.
Time	Approx. 60 min.
Method	Culturally unspecific; distributive/instructive
Material	<ul style="list-style-type: none">• Pen and paper
Implementation	<p>Participants are first given the task of designing and drawing their dream workplace. This should include how and where they would ideally like to work. They can be creative and depict alternative workplaces such as co-working spaces or home offices as well as open-plan offices. Participants are instructed to find other participants with similar visions.</p> <p>The resulting groups then create their dream workplace together. To ensure that collaboration is not impaired by conflicts, it will be necessary to establish rules within the groups, in order to take individual needs into account. These rules can, for example, relate to the use of workstations and kitchenettes, but also to meeting frequency, working hours, smoking breaks, cleaning, communication methods, and so on. The focus is on relationship building as well as problem solving, conflict avoidance and resolution. The rules should be written down and presented in plenary.</p> <p>The following questions are discussed in the debriefing:</p> <ul style="list-style-type: none">• Are there rules that appeared in all groups? What are these?• What made it easy/difficult to agree on a set of rules?• Were the needs of any of your group members given more consideration than others? If so, why?• How did you go about making sure your personal needs were addressed in the rules?• What skills did you use in your group to deal effectively with seemingly incompatible preferences, values, ideas, or opinions?

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Notes

Participants who do not find a dream job similar to their own are encouraged to prioritize and join a team that aligns closely with their preferences. Each team should ideally consist of 3 to 5 people. Setting a minimum of about 10 rules is advisable in order to ensure a comprehensive discussion. Fewer rules may overlook important points, while more rules increase the likelihood of accommodating diverse preferences and negotiating compromises effectively.

For the virtual implementation, it is a good idea to work with a whiteboard on which the representations of the dream workplaces are depicted. Participants can assign themselves to the preferences with an avatar or symbol.

Source

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