

Chapter 26

Developing a Work Plan

Teamwork

Directions: Read the following selection. Then answer the questions under *Thinking Critically*, and complete the activities as directed by your teacher.

Imagine this exciting play from a basketball game. One player blocks an opponent's shot. A teammate snatches the ball in midair and passes it to a third player, farther down the court, who passes it to yet a fourth teammate already under their basket, who lofts the ball in for a score.

What made that down-court drive successful? Each team member had the skills and willingness to play a part in advancing the ball. Each member was in position just waiting for his moment to contribute. And each made his contribution to a cooperative effort known as teamwork.

The same basic principles apply to teams in the foods lab. You may not work before a crowd of enthusiastic fans, but you can support each other to achieve success.

It's What You Do...

When you strive for efficiency, it's natural to assign tasks according to who does what best. The aim of a foods lab isn't only preparing food; however, it's also learning the different skills involved in the process. Thus, trading tasks improves all team members' skills and helps them work together more efficiently in the long run.

Some tasks are more fun to perform than others. However, unless each person assumes an undesirable job from time to time, your team handicaps itself by limiting its members' usefulness.

It's also natural to want to work with people you like and with whom you can cooperate well. But again, variety is the key to success. Tackling a task with someone who has a different style of working teaches you to adapt to various personalities. You may also learn new and better ways to complete a job.

...And How You Do It

Whatever your task and whomever your partner, your attitude contributes greatly to success—or failure. The following traits promote teamwork. Which do you recognize in yourself?

- ◆ **Initiative** After finishing your own tasks, do you notice jobs that still need completing? You don't want to take over someone else's duties, but an offer to help—especially with unpleasant work—may be appreciated.
- ◆ **Patience** Not everyone works at the same speed, especially when attempting something new. If someone is giving his or her best effort, try to encourage without pressuring. If the person is holding up the team, you might say, "I know you want to do a good job, but we're getting short on time. Can I do anything to speed things up?"
- ◆ **Enthusiasm** You should approach working in the foods lab seriously, but remember that the experience should be enjoyable. Encourage and compliment team members on their work. Point out that mistakes are lessons learned.

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Thinking Critically

1. When is it more efficient to prepare a recipe or menu alone? When is it more efficient to work with one or two family members or friends? Which do you prefer and why?

2. What are some ways you dovetail work when you clean up the kitchen, do your homework, and prepare breakfast? How does this help get work done?

3. What tasks need to be completed to clean up after a meal? What is the best order to complete these tasks and why?

4. What does teamwork look like? What does teamwork sound like?

5. Why is it important for all team members to perform their tasks well?

For Further Study

- ◆ Observe a foods or science lab. Note ways that students could save time, energy, or other resources. Present your suggestions to the class, making note of how your suggestions would improve lab performance. Revisit the class to find out whether the suggestions are being implemented.
- ◆ Plan a potato bar menu for eight people. Develop a menu by locating recipes for potato toppings and directions for baking the potatoes. Next, prepare a grocery list and a list of the utensils and equipment you will need. Also, prepare a list of tasks, and divide them up among six to eight workers. Remember to work backwards from your serving time to estimate the amount of time needed for pre-preparation, preparation, serving, and final cleanup. Lastly, prepare a diagram of the buffet line. This plan could be used for a fund raiser for your FCCLA chapter, a community group, or other civic group.