

COMMON TEAM ROLES

Below are some common team roles used in projects from grades 4-12. They can be written and treated like job descriptions.

Team Leader

- Establishes and runs team meetings
- Sets and monitors goals & agreements and redirects team, as needed
- Delegates tasks and divides work, as needed
- Mediates conflict between team members
- Encourager

Key Trait:

Relationship-oriented

Design Lead

- Directs team to use the design process.
- Tracks team's use of each phase of design
- Gathers team perspectives, makes key design decisions

Key Trait:

Process-oriented

Organizational Lead

- Keeps time during activities and phases of design
- Maintains a schedules and tracks progress toward goals and milestones
- Keeps track of materials
- Organizes and maintains team documents

Key Trait:

Detail-oriented

Research Lead

- Goes outside of provided materials to gather and share useful information.
- Focuses on "supporting on the sidelines"
- Helps team overcome obstacles and roadblocks.
- Collects, maintains and uses the Team Need to Know List to drive work

Key Trait:

Resourceful

Archivist

- Archives team's work in progress, drafts and prototypes
- Takes photos and videos of work in progress
- Captures quotes, moments & process

Key Trait:

Reflective

Curator

- Focuses on how work will be displayed at the end
- Pays attention to detail without losing sight of the big picture
- Collaborates with other curators to ensure continuity of work curating at the end
- Consults with team on during project

Key Trait:

Visionary

In addition to these "generic" roles, ask yourself: "If I was a professional in industry creating a comparable tangible outcome to the students in this project, what would my job be? What would my title be? What would some of the key elements of my job description be?"

Could the answers to those questions help you frame a role for your specific project?

Professional Title:

Job Description:

Key Duties: