



# BEFORE THE FIRST GREEN FLAG TEAM MEETING...

Before holding your first Green Flag Team meeting, it might be a good idea to spend some time thinking about what being in a team is all about. What can a team accomplish that one person cannot? Your team will need leadership, negotiating, and relationship-building skills to be successful. Think about how grassroots groups like your Green Flag Team can accomplish change...

## Lead by example, set goals and envision your team's success...

*"We must become the change we want to see."  
- Mahatma Gandhi*

## Teamwork is about the empowerment of every team member...

*"I start with the premise that the function of leadership is to produce more leaders, not more followers."  
- Ralph Nader*

## Being a leader means finding common ground between all involved...

*"Leadership is a harder job to do than just choose sides. It must bring sides together."  
- Jesse Jackson*

## Get Permission, Spread the Word, and Set the Agenda...

There are a few orders of business that must be taken care of prior to holding your first team meeting. Be sure to account for all of the following...

- **Get permission to start a team:** This may be a great way to find a Green Flag Team Advisor. Approach a teacher or faculty member who you think would make a good Team Advisor, explain

the program goals (creating a healthier learning environment, preventing illness from chemical exposure, etc.), and tell them a bit about what their role would be in your team. You could also try going directly to the principal to ask for permission. Whomever you approach, be ready to explain to them why the Green Flag Program is important, and how much time you anticipate they would have to put into supporting the team (one meeting per week, two meetings a month, etc.).

- **Find a Meeting Place:** For your first meeting, it is a good idea to reserve a space that is a little small for the number of people you expect to attend. Being slightly crowded creates an exciting atmosphere, whereas conducting a meeting in an auditorium would give the illusion of poor attendance, and therefore, disinterest.
- **Spread word of your meeting:** Give everyone the opportunity to learn about the first team meeting. Advertise by putting up flyers, handing out pamphlets, and talking to friends or sending them an email or instant message about where and when the meeting will take place. See if you can make an announcement at the beginning of school or in an assembly.
- **Set a meeting agenda:** Write out a basic outline for the first meeting. Include a description of program basics, time to discuss what everyone wants to see happen at the school, time to talk about how you are going to divide work amongst team members, and time to brainstorm about how you are going to get started on your first project area. End by agreeing upon the next meeting time.