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# LEADERSHIP MODULE: **BRAINSTORMING**

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## **WHAT WILL WE LEARN?**

In this module individuals will learn how to brainstorm, identify creative solutions to a problem and thereby gain participation of the whole group.

## **WHO CAN HELP?**

Here you don't need any adult to help. Choose a member of your group who is a good listener and is confident enough to refocus the group if the discussion goes off track. Maybe this would be a good time for your Vice President to take a lead role.

## **WHAT DO YOU NEED?**

- Flip chart
- Pens
- Creativity
- An issue or challenge to solve:
  - What special events or group activities does your group want to do this year
  - How can the group attract more members
  - How will the group raise money for their ski trip

## **LETS GET EDUCATED!**

### **How to Brainstorm**

Brainstorming is an excellent way of developing many creative solutions to a problem. It works by focusing on a problem, and then coming up with as many radical solutions to it as possible. Ideas should deliberately be as broad and odd as possible, and should be developed as fast as possible.

During brainstorming sessions there should be no criticism of ideas. You are trying to open possibilities and break down wrong assumptions about the limits of the problem. Judgments and analysis at this stage will stunt idea generation.

## Brainstorming Rules

Brainstorming is a process of spontaneously thinking and sharing as many ideas as possible about a topic without being judgmental. Brainstorming is an important part of the problem solving process. We suggest following these GUIDELINES during the brainstorming process:

**1. Everyone is welcome!**

**2. Write all spoken ideas down.**

All ideas are valuable!

**3. No criticism of ideas!**

This includes your ideas and other people's ideas!

**4. Focus on sharing many ideas!**

The more ideas the better!

**5. Hitchhiking or piggybacking is welcome!**

That occurs when one idea sparks another similar idea, or enhances an idea given by another.

**6. Freewheeling is encouraged!**

The sky is the limit; outrageous and humorous ideas are acceptable.

**Ideas should only be evaluated once the brainstorming session has finished - you can then explore solutions further using conventional approaches.**

## LETS HAVE SOME FUN!

**To run a group brainstorming session effectively, do the following:**

1. Clearly define the problem you want solved, and lay out any criteria to be met.
2. Keep the session focused on the problem.
3. Ensure that no one criticizes or evaluates ideas during the session.
4. Encourage an enthusiastic, uncritical attitude among members of the group. Try to get everyone to contribute and develop ideas, including the quietest members of the group.
5. Let people have fun brainstorming. Encourage them to come up with as many ideas as possible, from solidly practical ones to wildly impractical ones. **Welcome creativity!**
6. Ensure that no train of thought is followed for too long.
7. Encourage people to develop other people's ideas, or to use other ideas to create new ones.
8. Appoint one person to jot down ideas that come out of the session. A good way to do this is to use a flip chart. This should be studied and evaluated after the session.

9. Once you have completed the brainstorming session have the members of the group select the top three ideas.
  - This can be done by voting on the ideas that you have collected on the flipchart.
  - Each member can have three votes – you can use all three votes for one idea (if you feel strongly about it), or you can use each vote for one idea.
  - Once all the votes have been tallied you will know the three most popular ideas.
  - If your brainstorming session was about a problem that was relevant to your club you would have the three most popular solutions/ideas.

## **MORE! MORE! MORE!**

1. Investigate mind mapping.
2. Present your ideas to the rest of your club.

## **RESOURCES USED TO CREATE THIS MODULE**

1. <http://www.mindtools.com/brainstm.html>
2. <http://perspectives-la.com/images/img.brainstorm.gif> Page curators Shannon Ricles, Kevin Sparks
3. [http://whyfiles.larc.nasa.gov/text/kids/Research\\_Rack](http://whyfiles.larc.nasa.gov/text/kids/Research_Rack)

# LEADERSHIP MODULE: MEETINGS

**Who says meetings can't be fun?**



## WHAT WILL WE LEARN?

Meetings are a part of life no matter what organization you belong to, but do these meetings have to be boring and monotonous?

In this module you will prepare and facilitate two activities that can be used at a regular club meeting. This module allows you to explore leadership, and at the same time bring some fun back into the club's meetings.

## WHO CAN HELP?

It may be helpful for you to enlist the assistance of a senior member, leader or parent.

## WHAT DO YOU NEED?

There are materials required that are specific to each activity.

## LET'S GET EDUCATED!

You will need to become familiar with the activities included in the Let's Have Some Fun section below before arriving at a meeting to facilitate them. These two activities can be done at the same meeting or be done at two separate meetings.

## LET'S HAVE SOME FUN!

### ACTIVITY 1 - COMIC STRIP FRAMEUP

This is an activity that is used to put members into groups or teams.

#### **Skills Used/Developed:**

Communication, creating a positive environment, group dynamics, leadership, problem solving and team building.

#### **Materials:**

Comic strips cut apart so that each participant has a piece of a strip.

#### *Benefits:*

- Presents a problem that needs to be solved.
- Encourages communication between members.
- Helps members get to know one another.
- Creates bonds between members.
- Creates an opportunity for interaction.

#### **Preparation:**

- 1) Depending on the number and size of groups needed, cut out several different comic strips.
- 2) Cut up the individual frames and place them in a hat.

#### **Instructions:**

- 1) Players draw a comic frame from the hat.
- 2) They hold up their frames, mingle, and match up with everyone with the same comic strip. For example, frames from the "Peanuts" strip make a group; "Garfield," another; and so on.
- 3) Groups must put their comic strip together so that the frames are in the correct order. As facilitator, you can have each group stand facing everyone, and one at a time, read or show their comic strip.

#### **Conclusion:**

As a young 4-H member you have not yet been involved in a lot of leadership activities. This module is designed to give you a brief glimpse into leadership roles in a 4-H club. All activities and games require skills on the part of the participants. Each activity has benefits that are helpful in developing these skills. Talk to your leader about the benefits of the activity and the skills used/developed while playing the game.

## LET'S HAVE SOME FUN!

### ACTIVITY 2 - ARE YOU GOING TO KEEP YOUR NEIGHBOUR?

In this game members take turns being the leader.

#### **Skills Used/Developed**

Creating a positive environment, group dynamics and leadership.

#### **Materials:**

Chairs for all participants except one.

#### *Benefits:*

- Members have fun while becoming more comfortable leading.
- Members interact with one another.

#### **Set-Up:**

- 1) Arrange chairs in a circle.
- 2) There should be one chair for each participant except one – this will be the leader.

#### **Instructions:**

- 1) Have the participants sit in chairs.
- 2) Ask for a volunteer to act as the leader.
- 3) The leader should stand in the center of the circle.
- 4) Each group member, including the leader, is given a number.
- 5) The leader then walks around the circle, stops and asks a member the question, "Are you going to keep your neighbor?"

#### **There are two possible responses:**

- If the response is "yes", everyone in the group, including the leader, must run for another chair. Whoever is left standing becomes the leader.
- The person may also say, "No, I will not keep my neighbors" (or whatever two numbers). The two people whose numbers have been called get up and move to take the seats on either side of the caller. The two people who have been sitting next to the caller, as well as the leader, must scramble for the two seats vacated by those whose numbers were called. The person who ends up without a chair becomes the leader for the next round.

#### **Conclusion:**

You can continue playing this game as long as you like. Once everyone seems like they've played enough, talk to your leader about the **benefits** and **skills** used/developed while playing the game.

## **MORE! MORE! MORE!**

**If you would like to do some further work on meetings check out the following 4-H resources.**

1. Conquering The Scene Stealers – Running Effective Meetings (DVD)
2. The Meeting Pack
3. The Fun Pack

**If you would like to do further work on leadership check out the 4-H resource:**

1. Leadership Project Material - new in 2005.

## **RESOURCES USED TO CREATE THIS MODULE**

1. The Fun Pack written by Kelly Schram and Sherry Dechant - produced by the Alberta 4-H Branch