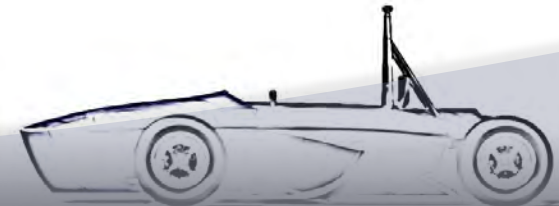


TEAM ORGANIZATION

Suzanne & Michael Royce
Albion Associates, LLC.

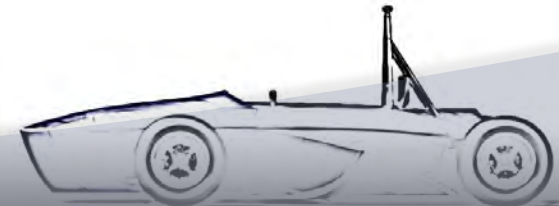
Team Organization

- Agenda
 - Leaders & Leadership
 - Types of Team Organization
 - Tasks define the Organization
 - Organization
 - Recruiting & Retention
 - “Royce Rules”



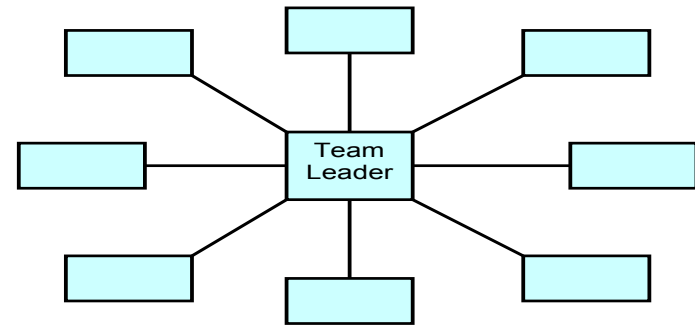
Leaders & Leadership

- The team
 - New team or well established?
 - Multi-year?
- Leaders & Leadership
 - Is the team leader AND the leadership core or group
 - How is/was this leadership selected?
 - Leadership style
 - What leadership positions are there?

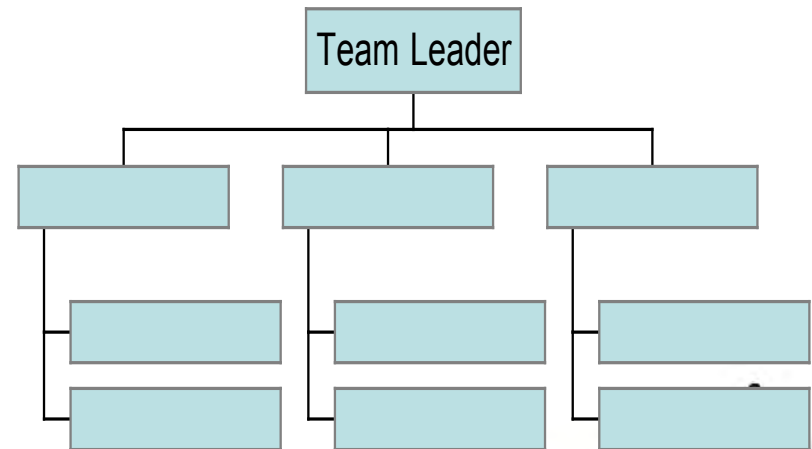


Types of Organizations

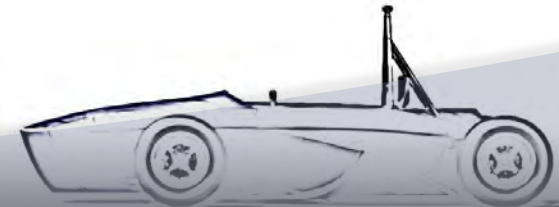
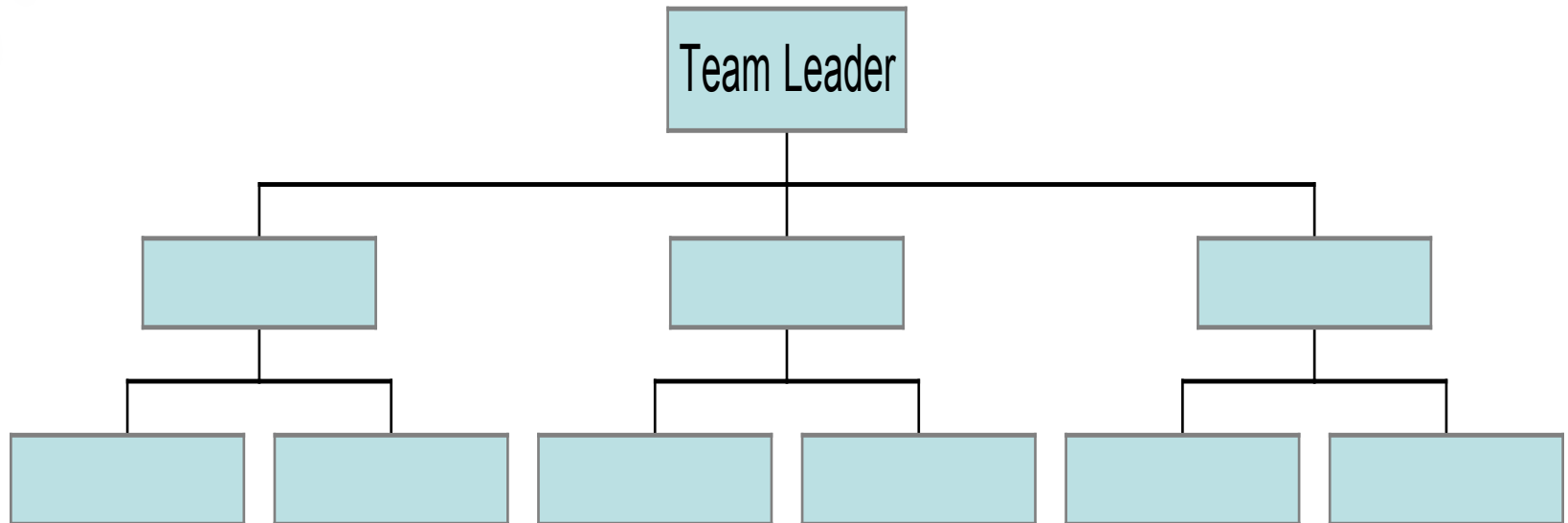
- Star Organization



- Pyramid or Stacked Organization

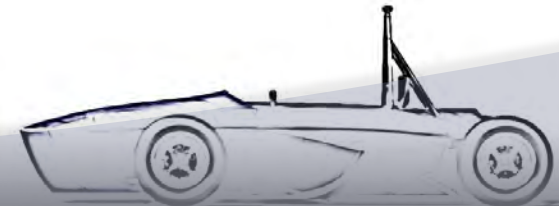


Typical CDS Team Org Chart

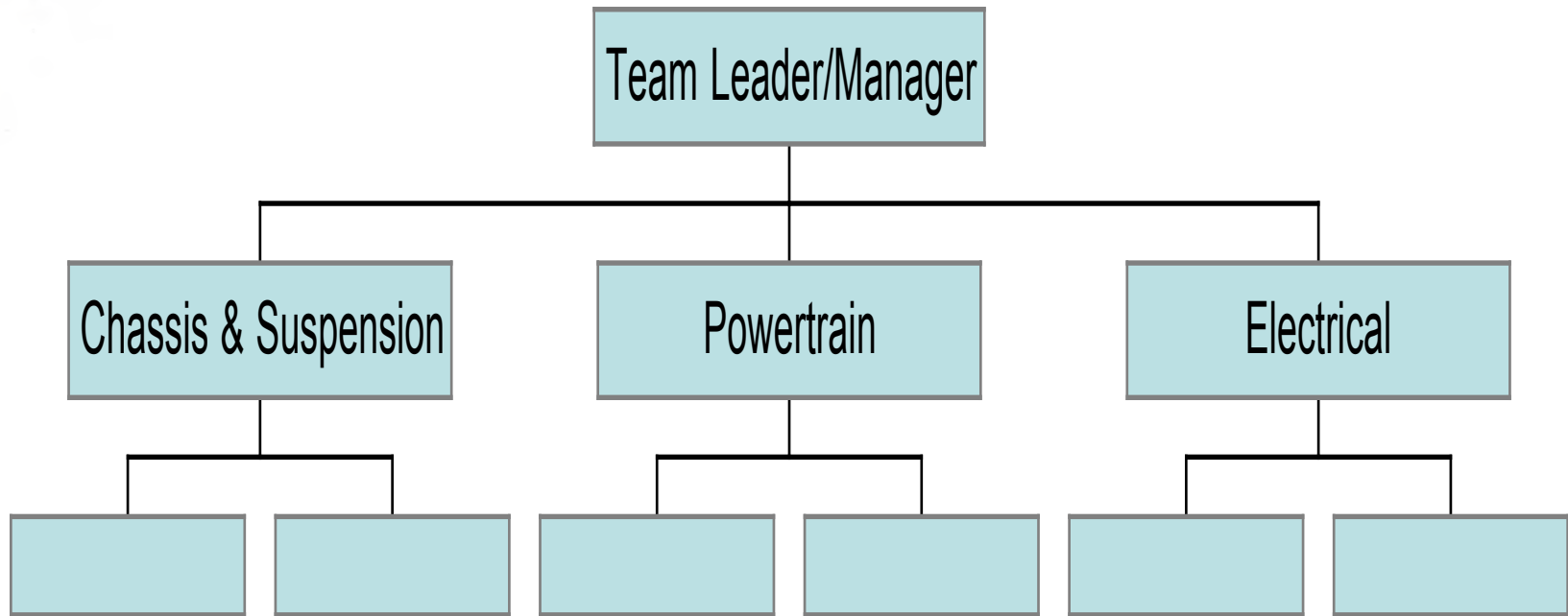


Systems = Tasks

- The systems tend to define the tasks and hence the positions on the team
 - Chassis & Suspension
 - Powertrain
 - Electrical

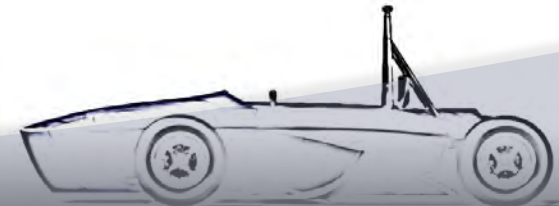


CDS Team Org Chart

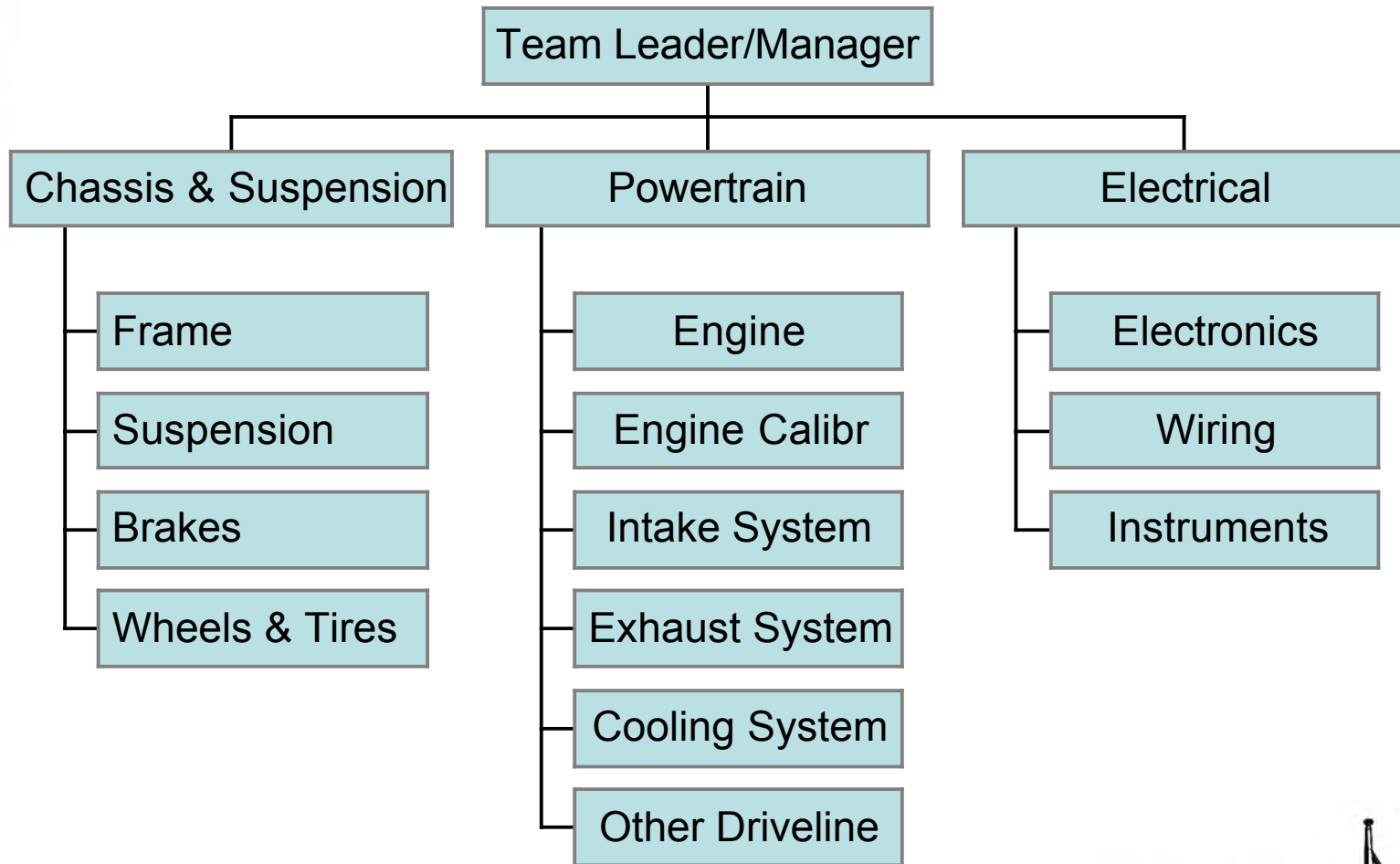


Systems have Sub-Systems

- Chassis & Suspension
 - Frame
 - Suspension
 - Brakes
 - Wheels & Tires
- Powertrain
 - Engine
 - Engine Calibration
 - Intake System
 - Exhaust System
 - Cooling System
 - Other Driveline
- Electrical
 - Electronics
 - Wiring
 - Instruments



CDS Team Org Chart 2



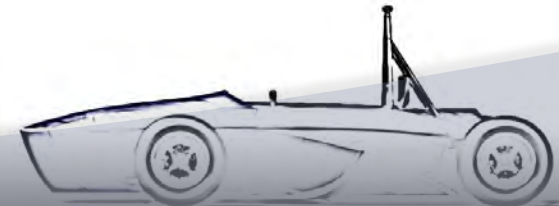
Missing Components

- Controls (throttle, brake pedals, clutch, gearshift)
- Body
- Wings/aero



Missing Components - 2

- Controls (throttle, brake pedals, clutch, gearshift)
- Driver safety equipment (seat belts, head restraint, etc)
- Body
- Wings/aero
- Data Acquisition



Missing Components - 3

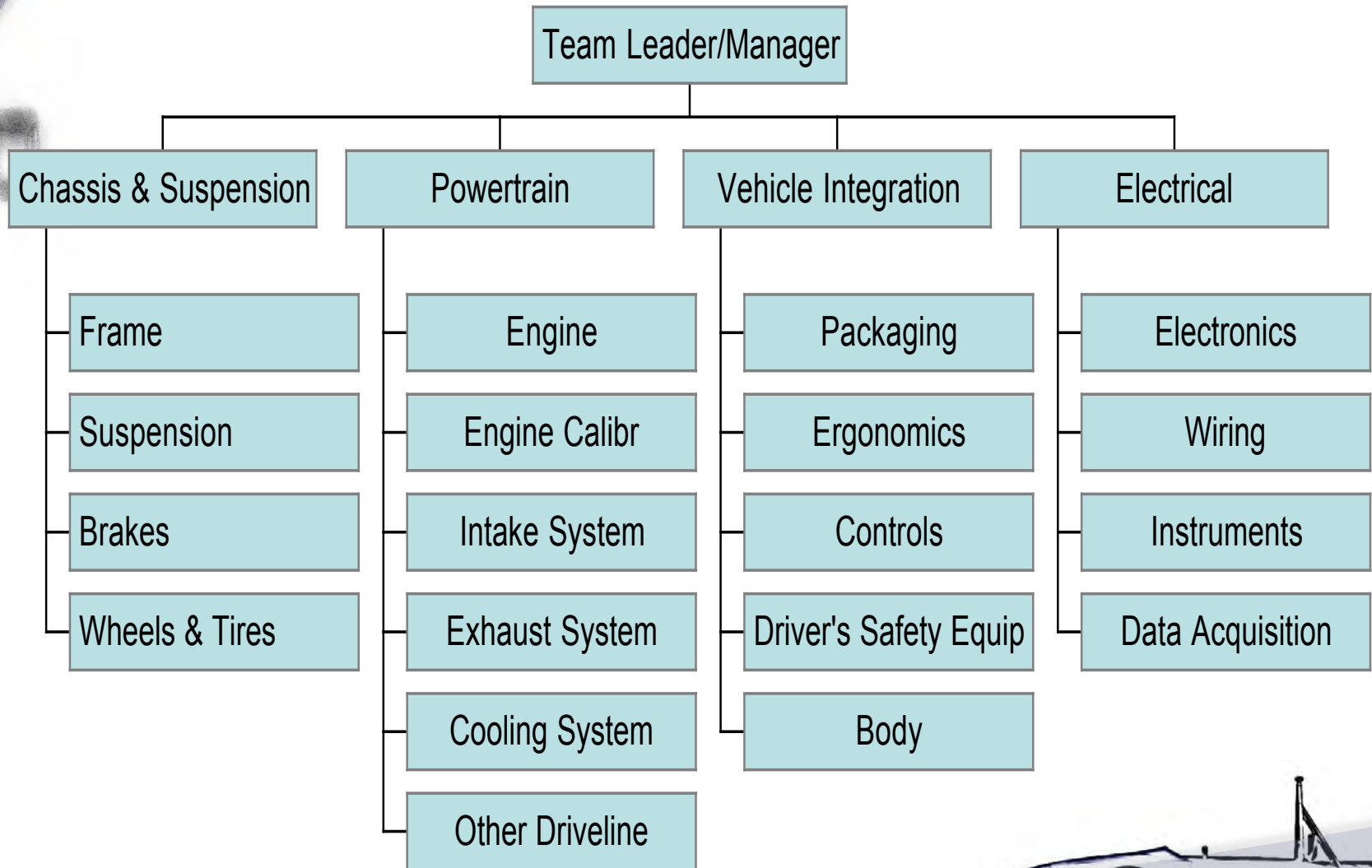
- Controls (throttle, brake pedals, clutch, gearshift)
- Driver safety equipment (seat belts, head restraint, etc)
- Body
- Wings/aero
- Data Acquisition

But what about:

- Packaging
- Ergonomics



CDS Team Org Chart 3

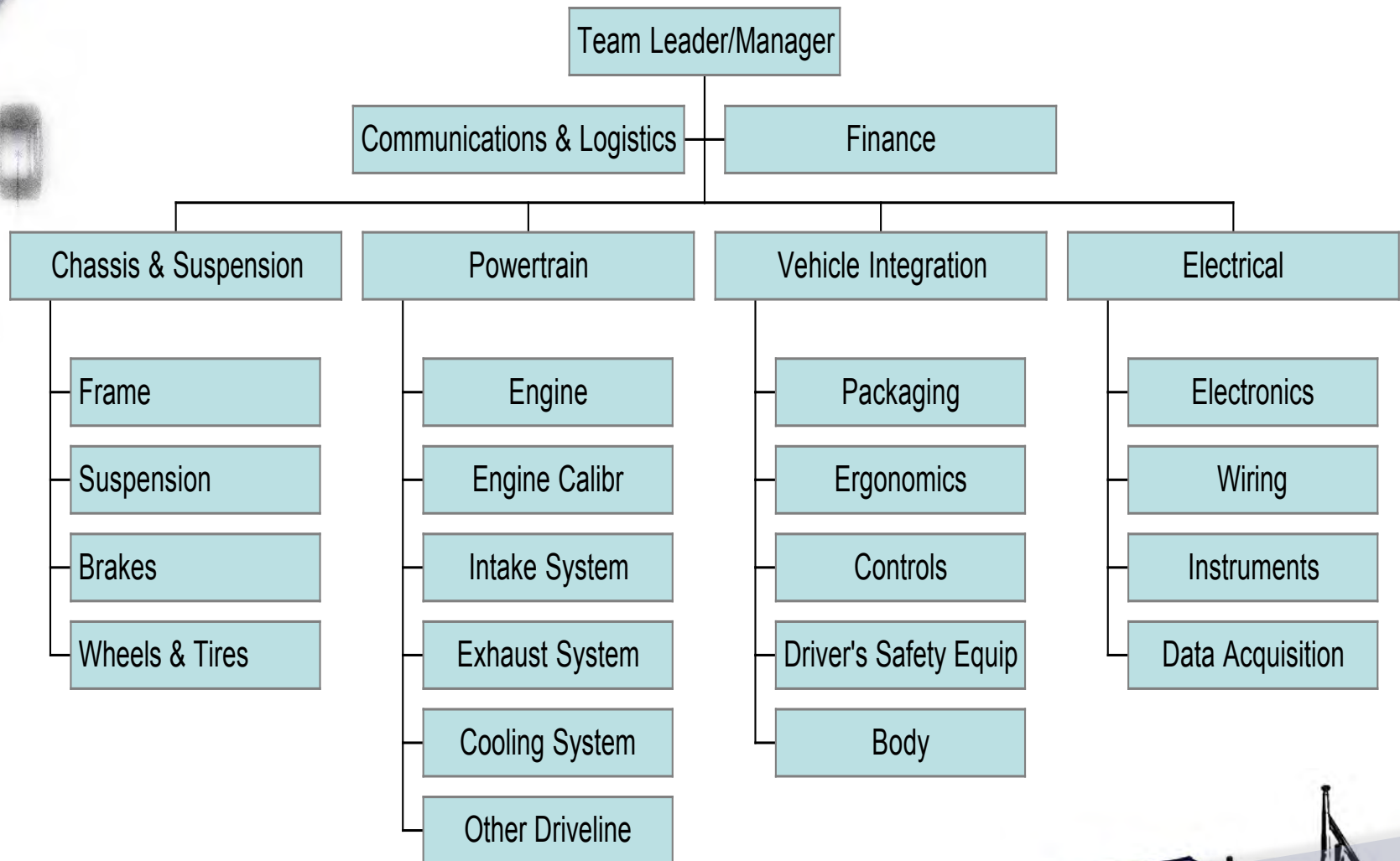


Who Will be Responsible for?

- Keeping the Timing Chart
- Tracking Program Timing
- The Parts List
- Vehicle Weight
- Communications
 - Keeping meeting notes
 - Sending out meeting notes & other communications
- Logistics
- Fund Raising & Sponsorship
- Money/finances/cheque book
- Purchasing parts
- Cost Report
- Presentation Event
- Design Event Material (story boards, etc.)



CDS Team Org Chart 4



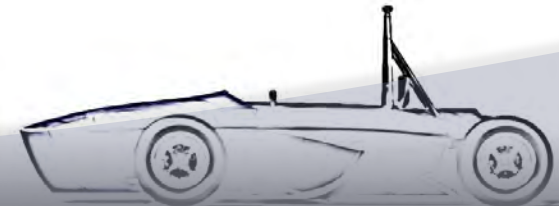
Team Organization - Summary

- Get organized early
- Leadership has to be earned
- Military style won't cut it
- Leadership by example works
- Set the "tone" early
- Cohesiveness
- Discussion but no divisiveness
- Written org charts
- Written job descriptions



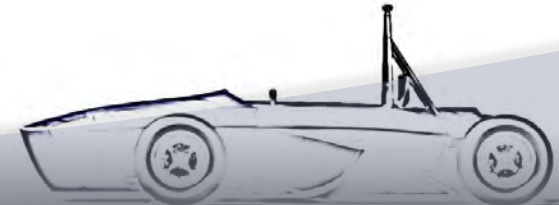
Recruiting & Retention

- Will lose 50% of first recruits
- Retention is the key
- How do the newer members of the team fit in?
- Newer members need to realize their limitations
- But must be treated with respect by the “senior” members



Recruiting & Retention - cont'd

- Key to retention is:
 - Involvement without being in over-their-head
 - Giving the new members interesting and worthwhile tasks
- Possible solutions
 - Apprenticeships
 - Machining simple parts
 - Simple fabrication
 - Making detail drawings from layouts or for more complex assemblies
 - Making assembly drawings from details
 - Updating/fixing last year's car as a training vehicle



“Royce Rules”

- Teamwork
- Organization
- Written Organization Charts & Job Descriptions
- Written meeting notes (decisions)
- Written goals
- Written plans
- Best for people to set their own goals
- Timely decisions
- Consensus
- Don't fall behind!
- Keep to the dates



Questions?





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