

## First Team Meeting

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Whether you're inheriting a new team, or a new manager yourself, these agenda items will set the tone for your team dynamic.

**Icebreaker**

Summary:

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Next Steps:

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**How can I best support the team as a manager?**

Summary:

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Next Steps:

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**What's the best way for us to communicate as a team?**

Summary:

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Next Steps:

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**Meeting cadence- When, where, how often?**

Summary:

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Next Steps:

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**Expectations (for you and for me)**

Summary:

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Next Steps:

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**Questions?**

Summary:

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Next Steps:

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