



X1.004: La Cathédrale Saint-Pierre – Building a High-Trust Team with Heart and Vision

Timeframe: December 23–29, 2024

Theme: A call to action for those who dream, believe, and build—together. This is more than recruitment; it's the beginning of a shared legacy.

SMART Objective: X1.004

Specific

To build a high-trust, diverse team of 3–5 members from Montpellier, Paris, Nice, and surrounding cities by December 29, 2024. The team will play a pivotal role in shaping the museum's foundation by embracing collaboration, creativity, and shared purpose.

Measurable

- **Outreach:** Send personalized invitations to 30–40 candidates via email, LinkedIn, and local forums by December 24, 2024.
- **Engagement:** Achieve a **30% positive response rate** (10–12 responses) from candidates by December 25.
- **Screening:** Conduct **20 meaningful screening conversations** by December 27, resulting in a shortlist of 8–10 candidates.
- **Collaboration:** Finalize a core team of **3–5 members** after a successful orientation and task on December 29.

Achievable

- Utilize proven tools like Slack, Trello, and Google Sheets to streamline outreach, tracking, and task assignments.
- Leverage the holiday season and Montpellier's festive atmosphere to engage candidates meaningfully.
- Highlight real, visible benefits (e.g., flexibility, publishing perks, homestay opportunities) to attract the right talent.

Relevant

This objective aligns directly with the museum's mission to foster collaboration, inclusivity, and cultural innovation. By forming this team, we will lay the foundation for future projects and ensure the museum's vision is carried forward by individuals who believe in its purpose.

Time-Bound

- **Outreach Completed:** December 24, 2024.
- **Screening Conversations:** December 26–27, 2024.
- **Team Finalized:** December 29, 2024.

Core Information

1. **Timeframe:**
 - December 23–29, 2024.
 - Critical dates for outreach, screening, and team-building are clearly outlined above.
2. **Place:**
 - Montpellier as the focal point, with potential members from Paris, Nice, and surrounding cities.
 - Emphasis on remote collaboration with Montpellier as the central hub.
3. **Characters:**
 - Targeting professionals and emerging talents with shared values of trust, kindness, and adaptability.
 - Roles include Project Coordinator, Community Liaison, Logistics Specialist, and others.
4. **Core Plot:**
 - **Act 1:** Outreach and engagement through personalized, story-driven scripts tied to the New Year's spirit in Montpellier.
 - **Act 2:** Screening candidates to ensure alignment with the museum's vision and values.
 - **Act 3:** Collaborative orientation and task to finalize a cohesive, high-trust team.
5. **Core Numerical Goals:**
 - 30–40 candidates contacted.
 - 10–12 positive responses (30% response rate).
 - 20 screening conversations.
 - 3–5 team members finalized.

Background: Where It All Began

In the heart of Montpellier lies a dream—a museum that will not only showcase culture but weave it into the fabric of the community. The vision was born from the success of earlier projects like X1.001–X1.003, where we planted seeds of collaboration and watched them bloom.

This next step, **X1.004**, is about finding people who will carry this vision forward. People who see beyond titles and tasks, who believe in the power of trust, kindness, and collaboration.

We've learned that the strongest teams aren't built by resumes—they're built by shared purpose. Now, we're calling for individuals who embody this belief to join us in writing the next chapter.

The Benchmarks: Who Are These People?

1. The Encourager (Aibileen)

Inspired by: *Aibileen Clark from "The Help"*

- **Who They Are:** A warm, empathetic individual who thrives on lifting others up. They believe in the potential of every team member and ensure harmony in the group.

- **Real-Life Benchmark:** Think of a teacher who quietly inspires their students to dream bigger, someone like Emily in the **Hunter Card Thought Experiment** from your previous work. She believed in her students, showing how small acts of encouragement can create ripples of change.
- **In Their Words:** *“I’m here to remind everyone that we’re stronger together. It’s not about what I can do—it’s about what we can build.”*

2. The Visionary (Dan)

Inspired by: *Dan Mulligan from "Begin Again"*

- **Who They Are:** A creative soul who sees potential where others see obstacles. They bring fresh ideas and find innovative solutions to challenges.
- **Real-Life Benchmark:** A project lead who transformed limited resources into impactful outcomes, much like the leaders in **X1.002**, where community-focused goals turned ideas into actions.
- **In Their Words:** *“Where others see limits, I see possibilities. Let’s make this bigger than we imagined.”*

3. The Mission-Driven Advocate (Camille)

Inspired by: *Camille Cottin’s character in "Cigarettes et chocolat chaud"*

- **Who They Are:** Someone with a deep connection to community values, who goes above and beyond to ensure every voice is heard.
- **Real-Life Benchmark:** A passionate advocate like the cultural connectors identified in **X1.003**, who fostered partnerships with local educators and artisans.
- **In Their Words:** *“This isn’t just work; it’s a mission. When we succeed, it’s the community that wins.”*

4. The Resourceful Creator (Chris)

Inspired by: *Chris from "Undercover Billionaire"*

- **Who They Are:** A resourceful problem-solver who thrives on turning nothing into something. They’re resilient, inventive, and unafraid to experiment.
- **Real-Life Benchmark:** Think of the artisan in **X1.003**, who used their craft to bridge history and modernity during holiday-themed events.
- **In Their Words:** *“With the right mindset, we can make anything happen. Let’s start now.”*

5. The Resilient Professional (Rita)

Inspired by: *Rita Harrison from "I Am Sam"*

- **Who They Are:** A dedicated professional who stays calm under pressure and delivers results with integrity and grace.
- **Real-Life Benchmark:** A project coordinator who navigated tight deadlines and shifting priorities during the execution of **X1.001**, ensuring smooth delivery of objectives.
- **In Their Words:** *“Pressure is just the opportunity to prove what we’re capable of.”*

6. The Integrity Keeper (Ed)

Inspired by: *Ed Masry from "Erin Brockovich"*

- **Who They Are:** A principled individual who acts as the moral compass of the team. They ensure that every decision is fair and ethical.
- **Real-Life Benchmark:** A leader from **X1.002**, who prioritized ethical collaborations and built trust through transparency.
- **In Their Words:** *"What's right isn't always easy, but it's always worth it. Let's lead with integrity."*

Our Story: A Shared Journey

This project isn't about one person. It's about creating a space where strangers come together and leave as a team. Imagine joining hands with others who share your hope, your drive, and your belief in something greater.

Every person who joins this team will leave a mark—not just on this project, but on the community it will serve.

A Letter to You—Our Future Team Member

Dear Dreamer,

Imagine a city bathed in golden sunlight, where every corner hums with history, art, and life. Montpellier—a city that feels alive, not just in its architecture but in the hearts of its people. Why Montpellier? Because love brought us here. Not just love for its cobblestone streets, its vibrant markets, or its centuries-old cathedrals, but love for what it represents: connection, creativity, and hope. Montpellier is a place where cultures have met for centuries, where ideas have flourished, and where community thrives. It's a place that reminds us why we dream in the first place.

And why a museum? Because commitment binds us to this dream. A commitment to create a space where stories come alive, where art and history inspire new generations, and where the fabric of community is strengthened. For us, this is not just a building filled with artifacts. It's a testament to the power of belief—belief in people, in shared purpose, and in the possibility of a brighter future.

You see, this isn't just a museum. It's a movement. A movement to bring people together, to give children the same sense of wonder that Hunter had when he believed in his mother's dreams. It's a way of saying that even the smallest voices matter, that even the most impossible dreams can come true when we dare to take the first step.

This project isn't about one person. It's about all of us. It's about creating a space where strangers come together and leave as a team. Imagine joining hands with others who share your hope, your drive, and your belief in something greater. Imagine being part of a story that transforms not only this project but the community it will serve.

We believe in this. We believe in you. And we believe that together, we can build something extraordinary.

Detailed Steps for Action

Phase 1: Outreach (Dec 23–25)

Goal: Connect with individuals whose hearts align with our vision through storytelling and genuine outreach.

- **Script for Outreach:**

“Dear [Name],

Montpellier has always been a place where stories converge, and now, we’re inviting you to help write the next chapter. We’re creating a cultural initiative that will not only inspire but unite, and we believe someone like you—kind-hearted, open-minded, and passionate—belongs on this team.

This isn’t about credentials; it’s about courage. It’s about believing in something bigger. Will you join us in making this dream a reality?”

- **Actionable Steps:**

1. Send personalized messages to 30–40 potential candidates.
2. Use platforms like LinkedIn, alumni networks, and local community forums to reach diverse individuals.
3. Highlight the heart of the story: *why Montpellier, why the museum, and why now.*

Phase 2: Screening (Dec 26–27)

Goal: Identify candidates who resonate with the vision and show a willingness to contribute.

- **Key Questions:**

1. *“What inspires you most about this opportunity?”*
2. *“How do you see yourself contributing to a project that’s built on love and commitment?”*
3. *“What’s a dream you’ve held onto, even when it seemed impossible?”*

- **Evaluation Criteria:**

- Responsiveness (reply within 24 hours).
- Connection to the story and vision.
- Enthusiasm and openness to learning.

Phase 3: Collaboration and Orientation (Dec 28–29)

Goal: Build trust and set the foundation for teamwork through shared experiences.

- **Welcome Letter for Orientation:**

“Welcome to the beginning of something extraordinary. You are now part of a team that isn’t just building a museum but creating a movement—a testament to what can happen when people believe in each other and in a shared vision. Let’s start this journey together.”

- **Group Task:**

- *“Plan a community event inspired by Montpellier’s rich history. Each team member will contribute one idea—whether it’s an activity, a location, or a story to tell.”*

- **Trust-Building Exercise:**

- Share personal “Hunter moments”—a story where they believed in something against the odds.

Why This Approach Matters

We chose Montpellier because it embodies love: for culture, for community, and for

possibility. We chose to build a museum because it's our commitment to preserving what matters while inspiring what's possible.

This project is more than just bricks and mortar. It's a living, breathing testament to what we can achieve together.

Will you join us?

With hope and belief,

Matrix Kids Cards Museum

Proposal: Join Us in Building Something Extraordinary

Dear Future Team Member,

Have you ever thought, *"I want to be part of something big, but not so big that I disappear in the crowd?"* Well, welcome to your moment. We're not building a global empire or launching spaceships (yet)—but we are building a museum, and it's going to be **amazing**.

You're not just joining a team. You're joining a family, and possibly the greatest group of dreamers ever assembled in a place with cobblestone streets and way too much good wine—Montpellier!

We're at the beginning of something incredible, and we need people like you: kind, curious, positive, and ready to take on this journey with a touch of humor (and maybe a little chaos, because, hey, that's life).

What You Bring

Here's the truth—we're not looking for perfection. If you've got a big heart and a curious mind, you're already halfway there.

- **An Open Heart:** Someone who's ready to believe in big dreams (and maybe tolerate a few quirky ones along the way).
- **A Willingness to Learn:** You don't have to know it all—just be willing to roll up your sleeves and figure it out.
- **Positivity and Collaboration:** Bring the good vibes and the team spirit. We're in this together.

What You Gain

We're offering you more than just a role. Here's what's in it for you:

- **The Opportunity to Create Something Meaningful:** Be part of a team that will create a cultural legacy in Montpellier.
- **A Diverse, Purpose-Driven Team:** Work with people who value kindness, creativity, and collaboration.
- **Skills and Experience That Last a Lifetime:** Get hands-on experience in project coordination, community engagement, and cultural innovation.
- **A Journey of Dreams (with Practical Perks):**
 1. In the future, when the museum expands, you and your family can enjoy **free stays in our planned homestay services** in Montpellier's picturesque suburbs.
 2. Love our cards? As a team member, you (and your friends and family) can **publish your cards for free**, with VIP priority service.

3. Flexibility to work remotely, but don't worry—**Montpellier will always be your workplace and your home**, whether in spirit or in person.

Why We're Different

We're not going to sugarcoat it—we're still figuring things out. We're in the preparation stage, which means this is your chance to shape the foundation of something real, meaningful, and exciting. We have a solid base thanks to the **Card Publishing House**, which has been our guiding light and financial backbone.

By joining us now, you're not just signing up for a role—you're signing up for a story, one that we'll write together.

Agreement: Your Rights and Ours

We believe in fairness and clarity, so we've crafted a legally binding agreement to make sure everyone's rights are protected. Here's a quick overview of what this agreement includes:

1. **Your Benefits:** Your opportunities for free homestay services, card publishing perks, and flexibility in work arrangements will be clearly outlined.
2. **Your Role:** A clear definition of your responsibilities, timelines, and contributions to the museum's vision.
3. **Our Commitment:** Transparency in leadership, equitable decision-making, and fostering a supportive environment where you can grow and thrive.

We'll provide the full agreement during onboarding, ensuring everything is clear, fair, and mutually beneficial.

Why Montpellier, Why Now?

Montpellier is more than a city. It's a heartbeat—a place where art, history, and community converge. And now, it's where we're laying the foundation for a museum that will inspire generations.

We chose this city out of love—for its beauty, its people, and its spirit of creativity. Now, we're inviting you to help us turn that love into something extraordinary.

So, what do you say? Will you join us on this journey? We promise hard work, a little laughter, and a whole lot of heart. Let's create something unforgettable—together.

With warmth and excitement,

MATRIX KIDS CARDS MUSEUM

Legal Agreement for Museum Team Members

This Agreement (the "Agreement") is entered into as of [DATE] (the "Effective Date") between:

1. **Matrix Kids Cards Museum** (the "Museum"), represented by its founders and leadership team, located in Montpellier, France, and
2. **[TEAM MEMBER NAME]** (the "Team Member"), whose details are provided below:
 - o Address: [ADDRESS]

- Contact Information: [PHONE/EMAIL]

1. Purpose of the Agreement

This Agreement sets forth the mutual rights, responsibilities, and benefits of the Team Member and the Museum as part of their collaboration to build the Matrix Kids Cards Museum.

The Museum and the Team Member are committed to creating a strong foundation of trust, fairness, and shared purpose, while ensuring clarity and transparency in all aspects of the partnership.

2. Term of Engagement

This Agreement will begin on the Effective Date and will remain in effect until:

- Termination by either party, as outlined in Section 7; or
- The successful completion of the Team Member's role, as defined in Section 3.

3. Role and Responsibilities of the Team Member

The Team Member agrees to contribute to the Museum project by fulfilling the following responsibilities:

1. **Primary Role:** [INSERT ROLE – e.g., Local Project Coordinator, Community Liaison, Logistics Specialist, etc.]
2. **Core Tasks:**
 - Collaborate with team members to achieve project milestones.
 - Complete assigned tasks by agreed-upon deadlines.
 - Participate in virtual and/or in-person team meetings.
3. **Conduct:**
 - Act in good faith and in alignment with the Museum's values of kindness, collaboration, and commitment.
 - Uphold professionalism and ethical standards in all work-related activities.

The Museum reserves the right to adjust the Team Member's role and tasks with prior mutual agreement.

4. Rights and Benefits of the Team Member

The Team Member will receive the following benefits as part of their engagement:

1. **Free Homestay Services (Future):**
 - Upon the Museum's establishment of homestay services in the suburbs of Montpellier, the Team Member and their immediate family will be eligible for **free stays**, subject to availability and pre-arranged booking.
2. **Card Publishing Privileges:**
 - The Team Member, along with their friends and family, will have the opportunity to **publish cards free of charge** and enjoy priority in production and distribution.
3. **Workplace Flexibility:**
 - The Team Member may work remotely or on-site in Montpellier, depending on their preference and the Museum's operational needs.

- **Montpellier as a Home Base:** The Museum will always maintain a workplace for the Team Member in Montpellier, serving as both a professional and personal connection point.
- 4. **Skill Development:**
 - Gain practical experience in cultural innovation, project coordination, and community engagement.
- 5. **Recognition:**
 - Be recognized as an integral contributor to the Museum's legacy, with their name featured in the Museum's acknowledgments.

5. Rights and Responsibilities of the Museum

The Museum agrees to:

1. Provide clear communication about expectations, timelines, and deliverables.
2. Ensure the Team Member is fairly credited for their contributions.
3. Foster a collaborative and supportive environment where the Team Member can grow personally and professionally.
4. Provide the benefits outlined in Section 4 in good faith, subject to the Museum's development timeline.

6. Confidentiality

The Team Member agrees to:

1. Maintain the confidentiality of any non-public information related to the Museum's operations, finances, or plans.
2. Not disclose, share, or use confidential information for personal gain or third-party benefit during or after the term of this Agreement.

7. Termination

This Agreement may be terminated:

1. **By Mutual Consent:** Both parties agree to terminate the collaboration in writing.
2. **By the Museum:** If the Team Member fails to meet their responsibilities or violates the terms of this Agreement.
3. **By the Team Member:** If the Team Member chooses to step away, with a minimum of 14 days' written notice.

In case of termination, the Team Member will forfeit future benefits but retain recognition for completed contributions.

8. Dispute Resolution

Any disputes arising from this Agreement will first be resolved through mutual discussion. If no resolution is reached, disputes will be referred to mediation under the laws of France.

9. Governing Law

This Agreement is governed by the laws of France, without regard to its conflict of laws principles.

10. Entire Agreement

This Agreement constitutes the entire understanding between the parties concerning the subject matter and supersedes all prior discussions or agreements.

Signatures

For the Museum:

Signature: _____

Name: [NAME]

Title: [TITLE]

Date: _____

For the Team Member:

Signature: _____

Name: [TEAM MEMBER NAME]

Date: _____

Story-Based Outreach Scripts

Stage One: The Introduction (Testing the Waters)

Purpose: Capture attention with sincerity and purpose, offering immediate benefits to inspire curiosity.

Script for Best Talents (Highly Recognized):

Subject Line: "Join Us in Writing a Cultural Legacy in Montpellier"

Dear [Name],

We're reaching out to someone whose work we admire, someone who has already made an impact in their field. We believe your unique skills and experience could help us build something extraordinary—a museum in Montpellier that connects people, stories, and dreams.

Here's what we can offer you right now:

- *The chance to lead and shape a groundbreaking cultural initiative.*
- *Visibility as a founding member of this legacy project.*
- *Flexibility to work remotely or from Montpellier (which will always be your home base).*

This is more than a role—it's an invitation to help shape something meaningful.

Action Step: *If this resonates, reply to this email with a quick introduction or a simple "I'm curious!" We'd love to tell you more.*

Warm regards,

[Your Name]

Script for Rookies (Emerging Talent):

Subject Line: "A Unique Opportunity for Emerging Dreamers"

Dear [Name],

We're reaching out to kind-hearted, open-minded individuals who believe in making a difference. Our project—a museum in Montpellier—isn't about perfection or polished resumes. It's about passion, purpose, and potential.

Here's what we can offer you right now:

- *The opportunity to gain real-world experience in cultural innovation and community engagement.*
- *Hands-on mentorship from a supportive team.*

- *Flexibility to work remotely or join us in Montpellier.*

Action Step: *If this feels like a journey you'd love to take, simply reply with "I'm interested!" or introduce yourself in a few sentences. We'd love to hear from you!*

Sincerely,

[Your Name]

Stage Two: Building Trust (Continuing with Better, Real Benefits)

Purpose: Reinforce interest by offering deeper engagement and personalized benefits, building emotional and professional trust.

Script for Best Talents:

Subject Line: "We See You as the Heart of Our Vision"

Dear [Name],

Thank you for connecting with us! As we learn more about you, it's clear that your expertise could play a transformative role in shaping our museum.

Here's what we can offer you to reflect your incredible potential:

- *The opportunity to craft and lead a core part of our museum's vision, with full creative freedom.*
- *Recognition as a founding member, featured prominently in the museum's acknowledgments.*
- *Exclusive family benefits, including free stays in Montpellier's future homestay services.*

We're inspired by [something personal from their Stage 1 response, e.g., your story about bridging culture and community], and we'd love to take the next step together.

Action Step: *Let us know a good time for a quick call or video chat. We'd love to explore how your vision aligns with ours.*

With gratitude,

[Your Name]

Script for Rookies:

Subject Line: "Your Potential Shines—Let's Build Together"

Dear [Name],

We're so impressed by your enthusiasm and passion—it's exactly what we need to bring this project to life. We believe in you, and we want to support your growth as part of this team.

Here's what we're excited to offer you:

- *A safe space to learn, grow, and contribute meaningfully to a real-world cultural project.*
- *Priority publishing for you and your family's creative projects through the museum's card services.*
- *Opportunities to work remotely or join us in Montpellier as part of our core team.*

Your thoughts on [something personal from their Stage 1 response, e.g., building cultural connections] really resonated with us, and we'd love to chat more.

Action Step: *Reply with your availability for a quick chat or send us a question you have—we're here to support you!*

Warmly,

[Your Name]

Stage Three: The Final Invitation (The Best Offer)

Purpose: Make your strongest, most heartfelt offer to secure their commitment, with a touch of urgency.

Script for Best Talents:

Subject Line: "Be the Visionary We've Been Searching For"

Dear [Name],

This is our final invitation because we truly believe you're the person we need to help lead this dream into reality.

Here's our most sincere offer:

- *Full creative leadership over key aspects of the museum, tailored to your expertise.*
- *Lifetime access to the museum's exclusive benefits for you and your family.*
- *A workplace in Montpellier that will always feel like home, alongside the flexibility to work remotely.*

We know this is a big decision, but we also know the impact you could make here will be permanent, visible, and celebrated. Together, we can create a legacy that inspires generations.

Action Step: *Reply with your decision by [specific date], and let's finalize the next steps. We're excited to begin this journey with you!*

With hope and admiration,

[Your Name]

Script for Rookies:

Subject Line: "The Journey of a Lifetime Starts Here"

Dear [Name],

We want to give you one last heartfelt invitation to join our team. We believe in your potential, and we know this could be the start of something incredible for you.

Here's our most sincere offer:

- *A once-in-a-lifetime chance to help build something meaningful, with the support of mentors who believe in you.*
- *Free publishing opportunities for you and your loved ones, along with other exclusive perks.*
- *A flexible work environment, with Montpellier always waiting to welcome you.*

This isn't just a job. It's a journey. It's your chance to turn your dreams into reality while helping us create something extraordinary.

Action Step: *Reply with your decision by [specific date]. We're here to answer any questions and support your next step.*

With belief and encouragement,

[Your Name]

Detailed Steps for Action: Building a High-Trust Team for the Museum

1. Outreach (Dec 23–25): Engaging Amidst Festivities

Objective: Identify and connect with 30–40 potential candidates using a story-driven, personalized approach that resonates with the festive spirit of Montpellier.

• **Key Actions:**

1. **Personalized Invitations:**

- Utilize the **Stage One Outreach Scripts** for both Best Talents and Rookies.
- Tailor each message to reference the New Year celebrations in

Montpellier, emphasizing the city's vibrant cultural scene during this period.

2. Platforms to Use:

- **LinkedIn:** Target professionals in cultural and creative fields for Best Talents.
- **Local Forums/Groups:** Engage with Montpellier-based communities and nearby cities (e.g., Paris, Nice).
- **University Networks:** Connect with alumni groups for emerging talents passionate about culture and collaboration.

3. Story-Driven Messaging:

- Highlight *why Montpellier* and *why the museum*, emphasizing values like connection, creativity, and purpose.
- Reference local events such as the **Montpellier Christmas Market** and **New Year's Eve concerts** to showcase the city's cultural vibrancy.
- Emphasize visible benefits: flexibility, publishing perks, and future homestay opportunities.

- **SMART Goal Alignment:**

- **Specific:** Contact 30–40 candidates across platforms.
- **Measurable:** Achieve a 30% response rate by Dec 25 (approx. 10–12 positive replies).

- **Tools and Deadlines:**

- Use **Trello** to track candidates, responses, and follow-ups.
- Send all initial outreach messages by Dec 24, with follow-ups on Dec 25.

2. Screening (Dec 26–27): Building Connections Amidst Celebrations

Objective: Engage with candidates to evaluate their alignment with the project's values, vision, and collaboration readiness.

- **Key Actions:**

1. Schedule Virtual Conversations:

- Use Zoom or Google Meet for 15–20 minute conversations.
- Schedule 10 calls daily between Dec 26 and Dec 27, accommodating candidates' holiday schedules.

2. Conversation Framework:

- **Introduction (2 mins):** Share the museum's story and its connection to Montpellier's cultural heritage.
- **Values Discussion (8 mins):**
 - Ask questions to understand their alignment with the vision:
 - *“What excites you most about contributing to Montpellier's cultural scene during the New Year festivities?”*
 - *“How do you see yourself enhancing the city's rich traditions through this project?”*
 - *“Can you share a memorable experience from a cultural*

event that inspired you?”

- **Practical Fit (5 mins):** Explore their skills, work preferences, and potential roles.
 - *“What unique strength would you bring to this project?”*
 - *“Would you prefer to work remotely, on-site in Montpellier, or a combination of both?”*
 - **Closing (2 mins):** Reiterate key benefits and discuss next steps.
3. **Evaluation Criteria:**
- Quick responsiveness and enthusiasm in communication.
 - Alignment with the project’s core values: kindness, collaboration, and adaptability.
 - Relevant skills for roles like Project Coordinator, Community Liaison, or Logistics Specialist.
- **SMART Goal Alignment:**
 - **Specific:** Conduct 20 meaningful conversations with potential candidates.
 - **Measurable:** Shortlist 8–10 candidates by Dec 27.
 - **Tools and Deadlines:**
 - Use an **Evaluation Tracker** in Google Sheets to record notes and ratings for each candidate.
 - Finalize the shortlist by Dec 27, 6 PM.

3. Collaboration (Dec 28–29): Laying the Foundation Amidst New Beginnings

Objective: Finalize the team and foster trust and collaboration through a virtual orientation and a shared task.

- **Key Actions:**
 1. **Virtual Orientation (Dec 28):**
 - **Time:** 10 AM–12 PM CET.
 - **Platform:** Zoom.
 - **Agenda:**
 1. *Welcome and Story Sharing (15 mins):*
 - Introduce the museum’s vision and its significance in Montpellier’s cultural landscape.
 2. *Roles and Expectations (20 mins):*
 - Outline team roles, immediate milestones, and SMART goals.
 3. *Collaboration Tools Overview (15 mins):*
 - Demo Slack (for communication) and Trello (for task tracking).
 4. *Trust-Building Exercise (20 mins):*
 - **Activity:** Each member shares a personal story of a New Year tradition or celebration that holds special meaning to them.
 5. *Q&A and Wrap-Up (10 mins):* Open floor for questions and final remarks.

2. Collaborative Task (Dec 29):

- **Objective:** Test teamwork, responsiveness, and creativity.
- **Task Details:**
 - "Plan a cultural workshop that connects the community with the museum's vision, incorporating elements from Montpellier's New Year festivities. Each member contributes one idea for an activity, location, or theme."
 - Submit ideas by Dec 29, 12 PM CET.
- **Debrief:** Review submissions in a follow-up call at 3 PM CET.
- **Key Characters:**
 - **Facilitator:** The Team Lead ensures the orientation runs smoothly.
 - **Collaborators:** New team members bring diverse perspectives to the table.
- **SMART Goal Alignment:**
 - **Specific:** Finalize 3–5 team members who demonstrate trust and alignment during the task.
 - **Measurable:** Evaluate task submissions for quality and creativity.
- **Tools and Deadlines:**
 - Use **Slack** for communication during the task.
 - Review and finalize team composition by Dec 29, 5 PM.

Key Milestones and Timeline

Date	Action	Outcome
Dec 23–24	Send personalized outreach messages.	Engage 30–40 candidates.
Dec 25	Follow up on unresponsive candidates.	Achieve a 30% response rate.
Dec 26–27	Conduct 20 screening calls.	Shortlist 8–10 candidates.
Dec 28	Host virtual orientation.	Introduce vision and build team connection.
Dec 29	Complete collaborative task and debrief.	Finalize 3–5 high-trust team members.

Integration of Montpellier's Festivities: Enhancing the Outreach

To further align the outreach and engagement with Montpellier's festive atmosphere, we will:

1. **Reference Specific Events and Traditions:**
 - **Montpellier Christmas Market (Marché de Noël):**
 - Mention this iconic event in messaging to highlight the city's charm and cultural vibrancy.
 - **New Year's Eve (Réveillon du Nouvel An):**
 - Use the celebratory energy of the upcoming year to inspire candidates with phrases like: *"As we step into the New Year, imagine being part of something that transforms not only this project but an entire community."*
2. **Incorporate Visual and Digital Content:**

- Attach festive images of Montpellier’s landmarks, markets, or celebrations in outreach emails.
 - Share short videos on LinkedIn showcasing the New Year’s atmosphere in Montpellier, paired with your museum’s story.
3. **Offer an Invitation to Dream Big for the New Year:**
- Position the museum project as an opportunity to make 2025 the year they accomplish something extraordinary: *“Start your New Year with purpose and passion by joining a team that believes in making a difference.”*

Key Details and Final Words

Actionable Clues for Success:

- **For Outreach:**
 - Include phrases like *“Picture yourself walking through Montpellier’s lively streets, seeing the museum you helped create come to life.”*
 - Tie the vision to the New Year’s themes of renewal, growth, and possibility.
- **For Screening:**
 - Use the festive season to make conversations lighter yet impactful: *“If you could design a cultural event in Montpellier this New Year, what would it look like?”*
 - Highlight their potential contribution to a community-focused project during this meaningful time.
- **For Collaboration:**
 - Incorporate elements of celebration into the virtual orientation:
 - *“We want to toast to new beginnings—not just for the museum, but for the incredible team we’re building together.”*

Goals to Keep in Mind:

- Stay anchored to the **SMART Goals**: outreach response rates, screening completion, and collaboration success.
- Emphasize the **real and visible benefits** throughout every stage to maintain engagement and excitement.

OKR BOARD: X1.004 – Building a High-Trust Team

Objective (Core Goal):

To establish a high-trust, diverse team of **3–5 members** by **December 29, 2024**, who can collaboratively lay the foundation for the museum’s cultural and operational framework.

Key Results (Core Milestones):

1. **Recruitment Efficiency:**
 - Contact **40 potential candidates** by **December 24, 2024**, achieving a **30% positive response rate** (12 candidates).
 - Conduct **20 meaningful screening interviews** by **December 27, 2024**.
2. **Team Finalization:**
 - Finalize a team of **3–5 diverse individuals** (minimum 2 from outside Montpellier) by **December 29, 2024**.

3. **Trust-Building and Collaboration:**
 - Ensure that **100% of team members** complete the collaborative task within **48 hours** of assignment.
4. **Onboarding Impact:**
 - Gather **90% positive feedback** on onboarding meaningfulness from all finalized team members by **December 30, 2024**.

Simulated Team of Six: Sub-Goals, Roles, and Dynamics

1. Local Project Coordinator (Aibileen)

- **Sub-Goal:**

Oversee Montpellier-based logistics and connect with local stakeholders.
- **Key Metrics:**
 - Secure **1–2 local community connections** by **December 29, 2024**.
 - Ensure **all logistics for remote collaboration** are functional by **December 28, 2024**.
- **Team Interaction:**
 - Works closely with Camille (Community Liaison) to align local and regional partnership efforts.

2. Community Liaison (Camille)

- **Sub-Goal:**

Develop relationships with cultural organizations and community leaders.
- **Key Metrics:**
 - Establish communication with **3 regional cultural entities** by **December 28, 2024**.
 - Propose **1 community-focused collaboration idea** during the onboarding process.
- **Team Interaction:**
 - Collaborates with Aibileen on connecting local and regional networks and works with Dan to craft messaging for partnerships.

3. Logistics Specialist (Chris)

- **Sub-Goal:**

Coordinate resources and manage operational workflows for onboarding and collaboration.
- **Key Metrics:**
 - Set up **Slack and Trello** for all team members by **December 27, 2024**.
 - Track **100% of onboarding tasks** using Trello by **December 29, 2024**.
- **Team Interaction:**
 - Supports all team members by ensuring tools are optimized and onboarding runs smoothly.

4. Content and Communication Lead (Dan)

- **Sub-Goal:**
Develop team messaging, ensuring alignment with the museum's vision.
- **Key Metrics:**
 - Draft and distribute **2 key communications** (orientation and task briefs) by **December 28, 2024**.
 - Publish a **team summary report** post-onboarding by **December 30, 2024**.
- **Team Interaction:**
 - Partners with Camille to craft culturally engaging messaging and collaborates with Ed to ensure ethical communication.

5. Team Facilitator (Rita)

- **Sub-Goal:**
Facilitate smooth collaboration and foster trust among team members.
- **Key Metrics:**
 - Organize **1 virtual trust-building exercise** during orientation on **December 28, 2024**.
 - Mediate **100% of team collaboration queries** within 24 hours of submission.
- **Team Interaction:**
 - Encourages trust and synergy among all team members, ensuring group cohesion.

6. Integrity Keeper (Ed)

- **Sub-Goal:**
Ensure transparency and ethical standards in team operations and decisions.
- **Key Metrics:**
 - Review and finalize the **legally binding agreement** for all team members by **December 27, 2024**.
 - Conduct a **team alignment check-in survey** with a **90% completion rate** by **December 29, 2024**.
- **Team Interaction:**
 - Collaborates with Rita to address ethical concerns and team alignment issues.

Enhancements for Engagement

1. **Motivational Context for Sub-Goals:**
 - For Camille: *"By building partnerships, you're creating bridges between culture and community that will last for years to come."*
 - For Dan: *"Your words will bring the museum's vision to life, inspiring both team members and the public."*
2. **Weekly Dashboard for Progress Tracking:**
 - Use Trello to track:
 - Assigned tasks for each team member.
 - Progress updates (In Progress, Completed, Blockers).

- Shared deadlines for accountability.

Milestones and Celebrations

1. **Milestone 1:** Finalize outreach by December 24.
 - **Celebration Idea:** Share a team-wide update with early insights and celebrate the outreach completion with a short, motivating email.
2. **Milestone 2:** Complete screening interviews by December 27.
 - **Celebration Idea:** Acknowledge standout candidates and highlight team progress in Slack.
3. **Milestone 3:** Finalize the team by December 29.
 - **Celebration Idea:** Host a virtual toast during orientation to honor the formation of the team.

Reflection Period Post-X1.004

1. **Schedule a Reflection Meeting:**
 - **Date:** January 3, 2025.
 - **Agenda:**
 - *What worked well?*
 - *What could we improve?*
 - *How can we apply these lessons to X1.005?*
2. **Actionable Takeaways:**
 - Create a summary report of key learnings and recommendations for future initiatives.

Outline for Five Attachments: Pulling the Cabbage Step by Step

Attachment 1: Step 1 – Choosing the Right Cabbages (Initial Outreach Plan)

Title:

“Step 1: Choosing the Right Cabbages – Finding the Golden Leaves in Art and Education Universities in Montpellier, Paris, and Nice”

Objective:

To focus outreach efforts on **3 universities/technical schools** in each city (**Montpellier, Paris, Nice**) that specialize in **art** and **early childhood education**, ensuring we reach motivated and relevant candidates.

OKRs:

- **Objective:** Identify **9 institutions** (3 per city) and send outreach messages by **Dec 24, 2024**.
- **Key Results:**
 - Contact at least **40 potential candidates** (minimum **10 per city**) by **Dec 24, 2024**.
 - Achieve a **30% response rate (12 candidates)** by **Dec 25, 2024**.

Core Information:

- **Time:** Outreach begins **Dec 23, 2024**, and follow-ups conclude **Dec 25, 2024**.
- **Place:** Focus on universities in Montpellier (*Université de Montpellier, École Supérieure des Beaux-Arts, Lycée Joffre*), Paris (*Université Paris 1, ENSAD, Université Paris Cité*), and

Nice (*Université Côte d'Azur, Villa Arson, Institut de Formation*).

- **People:** Target **students, recent graduates, and faculty** with relevant skills and interest.

Step 1: Choosing the Right Cabbages – Finding the Golden Leaves in Art and Education Universities in Montpellier, Paris, and Nice

Please note: The information in this table is placeholder content created for planning purposes. The actual details will be gathered using search engines and other resources as part of the action plan—because every great journey begins with a little imagination!

Section 1: Institution Information and Contact Points

Objective: Focused outreach to 9 universities/technical schools across 3 cities, targeting departments specializing in art and early childhood education.

City	Institution	Relevant Department	Key Contact	Email	Phone	Notes
Montpellier	Université de Montpellier	Education Sciences, Fine Arts	Dr. Sophie Moreau (Head of Education Sciences)	sophie.moreau@umontpellier.fr	+33 4 67 41 00 00	Prefers email; specializes in early childhood education.
			Jean-Pierre Laurent (Fine Arts)	jp.laurent@umontpellier.fr	+33 4 67 41 01 23	Actively supports visual arts innovation projects.
	ESBA Montpellier	Visual Arts, Cultural Studies	Marie Dubois (Professor)	marie.dubois@esba.fr	+33 4 67 41 11 11	Known for hosting art competitions and student showcases.
	Lycée Joffre	Vocational Education	Clémentine Faucher (Advisor)	clementine.faucher@lyceejoffre.fr	+33 4 67 45 67 89	Expertise in early childhood education placements.
Paris	Université Paris 1 Panthéon-Sorbonne	Art History, Education Sciences	Prof. Alain Duval	alain.duval@univ-paris1.fr	+33 1 44 07 87 65	Open to collaborative projects; prefers afternoon calls.
	ENSAD	Cultural Design, Visual	Isabelle Girard (Activities)	isabelle.girard@ensad.fr	+33 1 42 34 56	Oversees student design

City	Institution	Relevant Department	Key Contact	Email	Phone	Notes
		Arts	Coordinator)		78	exhibitions.
	Université Paris Cité	Education Sciences, Cultural Programs	Dr. Henri Lambert	henri.lambert@paris-cite.fr	+33 1 44 07 76 54	Actively involved in teaching assistant placements.
Nice	Université Côte d'Azur	Arts, Cultural Studies	Nathalie Fournier (Career Services Manager)	nathalie.fournier@univ-cotedazur.fr	+33 4 92 41 43 21	Highly engaged in regional arts collaborations.
	Villa Arson	Fine Arts, Visual Arts	Pascal Bouchard (Head of Visual Arts)	pascal.bouchard@villa-arson.fr	+33 4 93 62 78 90	Oversees creative projects and student exhibitions.
	Institut de Formation en Soins Infirmiers	Early Childhood Programs	Claire Delattre (Program Head)	claire.delattre@ifsi-nice.fr	+33 4 92 72 82 67	Focused on innovative pedagogy in early childhood.

Section 2: Outreach Scripts with Engagement Hooks

Email Script for Professors/Department Heads:

Subject Line: "Cultural Opportunity for Your Students and Alumni"

Dear [Name],

We're excited to invite your students and alumni to be part of a transformative cultural project in Montpellier—a museum that connects communities through creativity and education.

As part of this initiative, we are hosting a **Christmas Card Design Competition**, where participants can showcase their creativity and win exclusive prizes. Selected designs will also be featured in the museum's launch campaign.

Could we collaborate to share this opportunity with your network? Attached is a flyer with further details. We'd love to hear your thoughts!

Warm regards,

[Your Name]

Phone Call Script for Career Services/Advisors:

"Hello [Name], this is [Your Name] calling from the [Museum Initiative]. We're looking for talented individuals to join our team for a unique cultural project in Montpellier. We think your students and

alumni, especially those in [relevant program], could be a great fit.

We're also running a creative competition alongside this initiative, which we believe would excite your students. Would you be open to helping us share this opportunity through your career board or student emails?

Thank you for your time—I'll follow up with an email containing all the details!"

Flyer Text for Bulletin Boards:

Headline:

"Be Part of Something Big in Montpellier!"

Details:

- **Who We're Looking For:** Students or alumni in arts, education, or cultural programs.
- **What You'll Do:** Collaborate on a groundbreaking museum project.
- **Bonus:** Enter our **Christmas Card Design Competition** for prizes and a chance to be featured in the museum's launch!
- **How to Join:** Submit your application by [date] at [email].

Section 3: Supplementary Information

City Insights:

1. **Montpellier:**
 - **Academic Insight:** Focused on practical education and applied arts. Known for **student-driven projects** and regional collaborations.
 - **Outreach Note:** Best approached through professors and advisors with strong community ties.
2. **Paris:**
 - **Academic Insight:** Competitive and career-focused students with exposure to large-scale projects.
 - **Outreach Note:** Target graduates and upper-year students looking for high-profile opportunities.
3. **Nice:**
 - **Academic Insight:** Strong focus on combining creativity with regional cultural heritage.
 - **Outreach Note:** Highlight the opportunity to connect local traditions with innovative projects.

Attachment 2: Step 2 – Digging Deeper (Narrowing the Scope)

Title:

"Step 2: Digging Deeper – Refining the Search for Promising Candidates"

Objective and OKR

Objective:

To refine outreach to **one university per city** (Montpellier, Paris, Nice), focusing on actionable leads from relevant departments and target individuals.

OKRs:

- **Objective:** Identify and engage **10–15 qualified candidates** by December 27, 2024.
- **Key Results:**
 - Conduct outreach to **3 universities (one per city)** by December 23, 2024.
 - Schedule **15 virtual screenings** by December 26, 2024.
 - Shortlist **6–8 top candidates** for collaboration by December 28, 2024.

Core Information (Details: People, Places, Time)

Field	Details
People	Professors, alumni, career services staff, students, and cultural collaborators.
Places	Target universities in Montpellier, Paris, and Nice. Specific focus: education, arts, and cultural studies.
Time	Outreach starts December 23, 2024, with screenings completed by December 27, 2024.
Tools	Utilize LinkedIn, university directories, email, and virtual tools (Zoom, Google Meet).

Step 1: Refining by Geography (One University Per City)

City	University	Reason for Selection
Montpellier	Université de Montpellier	Largest institution with departments specializing in early childhood education and fine arts.
Paris	Université Paris 1 Panthéon-Sorbonne	Renowned for its focus on art history, cultural studies, and museum curation programs.
Nice	Université Côte d'Azur	Well-connected to the regional arts community and known for innovative cultural management programs.

Step 2: Targeting Departments and Events

Departments

Focus on departments most likely to yield candidates aligned with the museum’s mission:

- **Montpellier:** Education Sciences, Fine Arts.
- **Paris:** Art History, Museum Studies.
- **Nice:** Arts, Cultural Management.

Events as Data Entry Points

University events often highlight active candidates and faculty:

- **Search Keywords:**
 - “Université Paris 1 cultural events December 2024”
 - “Student workshops Université Côte d’Azur”
- Look for event organizers, presenters, or attendees who fit the project vision.

Step 3: Search Dimensions for Real Data Collection

Dimension	Action	Example Query
Professors	Search faculty directories for department	site

Dimension	Action	Example Query
	heads or active researchers.	<i>.fr faculty Education Sciences</i>
Career Services	Contact career services for student or alumni recommendations.	<i>"Career services contact Université Paris 1"</i>
Student Groups	Look for student cultural associations or art clubs that align with the project vision.	<i>"Student art club Université Côte d'Azur"</i>
Alumni Networks	Use LinkedIn to identify alumni working in arts, education, or cultural fields.	<i>"Education alumni Université Montpellier"</i>
Event Participation	Search for university-hosted events that showcase relevant student or faculty projects.	<i>"Université Paris 1 art events December 2024"</i>

Step 4: Quick Data Validation Tips

- Verify professor or department relevance by checking:
 - Recent publications or projects listed on university websites.
 - Active involvement in cultural or educational initiatives.
- Prioritize candidates with visible engagement in community projects or university events.
- Check for **social proof** (LinkedIn recommendations, community recognition).

Screening Process

Pre-Screening Checklist

Criteria	Check
Candidate has relevant experience in arts, education, or cultural management.	✓
Demonstrates enthusiasm for collaboration and creative initiatives.	✓
Availability aligns with project timelines.	✓

Email/Phone Outreach Script

Introduction:

"Hello [Name],

I'm [Your Name], reaching out about an exciting cultural initiative to establish a museum in Montpellier. This project focuses on creativity, education, and community engagement, and we're looking for individuals who share these values to join us.

Could we discuss how you or your network might be interested in participating?"

Screening Questions

Question	Purpose
<i>"What excites you about contributing to a cultural museum project?"</i>	Assess alignment with the museum's vision.
<i>"What skills or experiences make you a strong candidate for this project?"</i>	Evaluate relevant expertise and enthusiasm.
<i>"What availability do you have to participate in this initiative?"</i>	Confirm the candidate's readiness to commit.

Action Plan Table

City	University	Target Department	Next Step	Follow-Up Action
Montpellier	Université de Montpellier	Education Sciences, Fine Arts	Search department contacts and alumni networks.	Schedule 5 interviews with identified candidates by December 26, 2024.
Paris	Université Paris 1	Art History, Museum Studies	Use LinkedIn and alumni networks to identify leads.	Confirm availability of 5 qualified candidates for interviews.
Nice	Université Côte d'Azur	Arts and Cultural Management	Search local alumni associations and faculty lists.	Finalize 5 candidates for interviews and send follow-up details.

Attachment 3: Step 3 – Reaching the Core (Refined Evaluation)

Title:

“Step 3: Reaching the Core – Selecting Key Candidates for the Museum Team”

Objective and OKR

Objective:

To refine the candidate pool from **10–15 initial prospects** to **3–5 highly aligned individuals** by conducting in-depth evaluations and assigning roles aligned with the museum’s needs.

OKRs:

- **Objective:** Conduct role-specific evaluations and select **3–5 core team members** by December 28, 2024.
- **Key Results:**
 - Conduct **10–15 detailed conversations** with shortlisted candidates.
 - Evaluate each candidate’s potential via **task simulations** and discussions.
 - Finalize role assignments for **all core team members** by December 29, 2024.

Screening Methodology

Step 1: Role-Based Evaluation Criteria

Role	Key Responsibilities	Evaluation Focus
Logistics Coordinator	Organizing resources, handling timelines, managing event logistics.	Problem-solving, adaptability, organizational skills.
Community Liaison	Engaging with local stakeholders, promoting inclusivity.	Interpersonal skills, cultural sensitivity, relationship-building.
Artistic Coordinator	Curating creative workshops, designing exhibits.	Creativity, vision alignment, execution capability.

Step 2: Task Simulation for Role-Specific Assessment

Simulation Tasks:

Role	Scenario/Task	Purpose
Logistics Coordinator	<i>“Plan the logistics for a one-day cultural workshop at the museum, including resource</i>	Assess planning and organizational ability.

Role	Scenario/Task	Purpose
	<i>needs and timeline.</i>	
Community Liaison	<i>“Draft a one-paragraph invitation for local families to join a community event at the museum.”</i>	Evaluate communication skills and understanding of community dynamics.
Artistic Coordinator	<i>“Design a 2-hour museum workshop for children, focusing on creativity and learning.”</i>	Gauge creativity and ability to align activities with the museum’s mission.

Follow-Up Prompts for Simulations:

- *“How would you adapt your approach if there were limited resources?”*
- *“What challenges might arise, and how would you address them?”*

Step 3: Detailed Candidate Evaluation Form

Candidate Name	University	Proposed Role	Skills	Passion	Task Simulation Score	Overall Fit	Notes
[Name]	[Institution]	[Role]	[Skills Rating]	[Passion Rating]	[Simulation Rating]	[Overall Score]	[Specific Comments/Insights]

Screening Questions for Conversations

Step 1: Introduction and Rapport Building

“Hello [Name], thank you for joining us today. We’re excited to learn more about your unique talents and how they might contribute to our museum project.”

Step 2: Core Screening Questions

Question	Purpose
<i>“What excites you about contributing to a cultural museum project?”</i>	Gauge personal alignment with the museum’s mission.
<i>“Can you share a specific example of when you successfully collaborated on a creative project?”</i>	Assess teamwork and creative problem-solving capabilities.
<i>“What role do you see yourself thriving in, and how would you contribute to that role?”</i>	Understand how they envision their contribution and fit for the assigned role.

Step 3: Exploring Availability and Commitment

- *“Do you foresee any challenges in committing to this project’s timeline?”*
- *“What support would you need to make this experience a success for you?”*

Action Plan

City	University	Candidate Pool	Next Step	Follow-Up Action
Montpellier	Université de Montpellier	3–5 Candidates	Conduct detailed evaluations for logistics and community roles.	Finalize 1–2 candidates for onboarding.
Paris	Université Paris 1	3–5 Candidates	Focus on artistic coordination and museum curation roles.	Finalize 1–2 candidates for onboarding.
Nice	Université Côte	3–5	Focus on community	Finalize 1–2

City	University	Candidate Pool	Next Step	Follow-Up Action
	d'Azur	Candidates	outreach and regional engagement roles.	candidates for onboarding.

Quick Validation and Refinement Tools

Candidate Prioritization Checklist

Criteria	Check
Candidate demonstrated strong enthusiasm and alignment with the museum's vision.	✓
Candidate excelled in the task simulation for their proposed role.	✓
Candidate is available and ready to commit to the timeline.	✓

Supplementary Notes for Implementation

Key Notes:

- All candidates should be assessed through **structured conversations** and **role-based simulations** for consistent evaluation.
- Use follow-up emails after the evaluation to:
 - Summarize the conversation and tasks.
 - Provide clarity on next steps and timelines.

Example Follow-Up Email:

Dear [Name],

Thank you for your time and thoughtful responses during today's conversation. We were especially impressed by your [specific contribution / idea]. We'll be finalizing the team selection by December 29, and I'll be in touch with further updates. Please feel free to reach out if you have any questions in the meantime!

Best regards,

[Your Name]

Attachment 4: Step 4 – Closing the Circle (Finalizing Core Candidates)

Title:

"Step 4: Closing the Circle – Building a Team of Visionaries"

Objective and OKR

Objective:

To finalize the **3 core team members**, each uniquely suited to a specific role, ensuring alignment with the museum's vision and values.

OKRs:

- **Objective:** Confirm **3 final candidates** by December 29, 2024.
- **Key Results:**
 - Conduct **engaging interviews and storytelling sessions** with 5–7 finalists.
 - Ensure all final team members feel aligned with the project's mission.
 - Share the museum's vision through **personalized stories and exercises** to

foster connection.

Tangible Role Benefits

Role	Benefits
Logistics Coordinator	Develop leadership and organizational skills by managing events and timelines; gain recognition for operational success.
Community Liaison	Build meaningful relationships with local communities and cultural leaders; become the face of the museum's outreach efforts.
Artistic Coordinator	Showcase creative vision through exhibit design; gain public recognition during the museum's opening ceremony.

Storytelling: Deepening Emotional Connection

Vision-Driven Story Example:

"Years ago, when we published our first community storybook, a child's illustration captured the hearts of the entire neighborhood. That small moment grew into a vision for something bigger—a museum where stories, art, and people come together. Every exhibit, every workshop, and every event will carry that same energy. This is why we're here today—to find the right people to help us make this vision a reality."

Final Evaluation Format

1. Structured Final Interviews

Role	Script	Purpose
Logistics Coordinator	<i>"Imagine we're planning an opening event. How would you ensure resources, schedules, and activities run seamlessly?"</i>	Assess planning and adaptability.
Community Liaison	<i>"We're hosting a local family day. How would you reach out to engage and welcome community leaders?"</i>	Evaluate relationship-building and communication skills.
Artistic Coordinator	<i>"If you could design one exhibit for the museum, what would it be? How would it connect to our vision?"</i>	Test creativity and alignment with the museum's artistic goals.

Follow-Up Prompts:

- *"What additional resources or support would you need to excel in this role?"*
- *"How do you see your role contributing to the museum's legacy?"*

2. Team Visioning Exercise

Prompt:

"Imagine you're part of the core team, and we're planning the museum's first big event. What would you prioritize to ensure it's a success? What values do you think are most important for the team to uphold?"

Purpose:

- Gauge collaboration potential and alignment with team ethos.
- Reveal candidates' ability to think holistically about the project.

3. Mock Team Task: Simulating Chemistry

Task:

“Your team has 15 minutes to design a children’s workshop for the museum. Each of you will take 5 minutes to share an idea and explain your role in the workshop’s success.”

Evaluation Focus:

- Creativity, collaboration, and role ownership.
- Ability to communicate ideas clearly and align with the museum’s mission.

Candidate Evaluation Form

Candidate Name	University	Proposed Role	Final Interview Score	Team Task Score	Visioning Score	Overall Fit	Notes
[Name]	[Institution]	[Role]	[Interview Rating]	[Task Rating]	[Vision Rating]	[Overall Score]	[Specific Comments/Insights]

Next Steps

Timeline for Selection

- **December 29, 2024:** Finalize 3 core team members and confirm roles.
- **December 30, 2024:** Onboard selected candidates with a welcome email and orientation video.
- **January 2, 2025:** Conduct a virtual team kickoff meeting to align goals and initiate planning.

Candidate Communication Scripts

Offer Email for Selected Candidates:

Subject: Welcome to the Museum Core Team!

Dear [Name],

Congratulations! We’re thrilled to officially welcome you as the [Role] for our museum team. Your skills, passion, and ideas stood out during the selection process, and we’re excited to begin this journey together.

Your first steps will include reviewing the onboarding guide and joining our virtual team meeting on January 2. We’ll also send a formal agreement outlining your role and key milestones.

Thank you for believing in our vision. Together, we’ll create something truly extraordinary!

Warm regards,

[Your Name]

Follow-Up with Non-Selected Candidates:

Subject: Thank You for Your Time and Contribution

Dear [Name],

Thank you for being part of our selection process for the museum’s core team. While we weren’t able to move forward together this time, we deeply value your time, ideas, and enthusiasm. You’ve made a lasting impression on us, and we hope to keep in touch as the museum grows. Please don’t hesitate to reach out for future opportunities—we’d love to collaborate again someday!

Warm regards,

[Your Name]

Attachment 5: Step 5 – The Heart of the Cabbage (Onboarding and Launch)

Title:

“Step 5: The Heart of the Cabbage – Building Excitement and Unity Before the Grand Opening”

Objective and OKR

Objective:

To onboard the **final 3 core team members**, align them with the museum’s vision, and prepare them for meaningful contributions before the museum’s opening.

OKRs:

- **Objective:** Create a cohesive and inspired team dynamic by the opening.
- **Key Results:**
 - Host a **remote-first celebration** to unite and motivate the team.
 - Conduct **2 warm-up activities** that allow team members to contribute creatively.
 - Define **3 shared team values** and assign **3 immediate deliverables** by **January 15, 2025**.
 - Establish **early success metrics** to measure impact and alignment.

Onboarding Process

1. The Welcome Experience

Welcome Email Example:

Subject: Welcome to the Museum Dream Team!

Dear [Name],

Welcome aboard! We’re beyond excited to have you join us as the [Role] for our museum team. Your creativity, passion, and dedication are exactly what we need to turn this vision into a reality.

Here’s what you can expect in the coming days:

- **Review the Onboarding Guide:** Attached to this email, it outlines your role, key milestones, and next steps.
- **Virtual Team Kickoff:** Join us on **January 2 at [time]** for an inspiring and energizing meeting to align and connect.
- **Your First Task:** Prepare a brief reflection or idea related to [specific role task]. We’ll discuss this during the meeting!

We’re building more than just a museum—we’re creating a legacy of creativity and community, and we’re thrilled you’re part of this journey.

Warm regards,

[Your Name]

Welcome Gift Ideas:

- Personalized notebook with the museum’s vision statement on the cover.
- Small art supply kit or creative token to inspire contributions.
- Handwritten card expressing gratitude for their commitment.

2. Virtual Team Kickoff Meeting

Detailed Agenda:

Time	Activity
0:00–0:10	Welcome and Icebreaker: Each team member shares their favorite museum memory or artistic inspiration.
0:10–0:25	Vision Presentation: Share a brief, inspiring presentation of the museum’s journey so far, with photos, sketches, or a time-lapse video.
0:25–0:40	Role Deep Dive: Discuss each role’s responsibilities and how they interconnect.
0:40–0:50	First Task Review: Team members share their reflections or initial ideas for their roles.
0:50–1:00	Q&A and Closing: Open floor for questions, then end with a motivational message.

Motivational Closing Script:

“This team is the heart of the museum. Each of you brings something unique to this project, and together, we’ll build something extraordinary. Let’s make history—one creative step at a time!”

Warm-Up Activities: Preparing for the Opening

Activity 1: “Our Collective Vision” Workshop

- **Objective:** Align the team around the museum’s values and goals through a creative brainstorming session.
- **Format:**
 1. Each team member writes a short paragraph or sketch illustrating their personal vision for the museum.
 2. Share and discuss: Find common themes and unique perspectives.
 3. Collaboratively draft a **“Vision Manifesto”** for the team, which can be displayed at the museum opening.

Activity 2: “Museum in Motion” Collaborative Challenge

- **Objective:** Build excitement for the museum by creating a short, engaging video that highlights the team’s work and the museum’s mission.
- **Steps:**
 1. Each team member contributes a 10–20 second video clip (e.g., “Why I’m excited about the museum” or “What the museum means to me”).
 2. Combine the clips into a dynamic montage that can be shared during the pre-opening phase.
 3. Use the video as part of community outreach or as a teaser on the museum’s website.

Phase 1: Immediate Deliverables

Role	Pre-Opening Deliverable	Deadline
Logistics Coordinator	Finalize logistics for the museum’s opening ceremony, including schedules, vendors, and resource allocation.	January 15, 2025
Community Liaison	Coordinate invitations to local families, organizations, and community leaders for pre-opening tours.	January 20, 2025
Artistic Coordinator	Prepare a visual sneak peek of the first exhibit to share with the community and stakeholders.	January 25, 2025

Early Success Metrics

Metric	Target	Purpose
Community Outreach	Invite 50 families and stakeholders by Jan 20, 2025.	Assess engagement and build connections.
Exhibit Preparation	Submit draft concepts for 3 exhibits by Jan 25, 2025.	Ensure creative progress aligns with timeline.
Team Collaboration	Conduct 4 weekly meetings by Feb 1, 2025.	Foster alignment and problem-solving.

Celebration and Inspiration

Welcome Video Message:

Create an inspiring video to kick off the team's first day:

"Welcome, Dream Team! Today, we start an incredible journey of creativity, collaboration, and community. Together, we'll build more than just a museum—we'll create a legacy that inspires generations. Let's make magic happen!"

Weekly Progress Celebrations:

- During weekly check-ins, celebrate completed tasks or milestones with:
 - Virtual applause.
 - Fun awards (e.g., "Creative Thinker of the Week").
 - A sneak peek of exciting project updates.

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