

# GROUP ROLES

**Making sure everyone knows what role they have is a good way to ensure that group work runs smoothly.**

Your group needs to be divided into the following roles, and each role must be aware of the tasks they need to complete and contribute to in order to ensure the success of the project:

**DIRECTOR** — The Director is in charge of ensuring the project stays on track and that all group members understand what is expected from the project and from each step of the project. The Director also needs to offer encouragement and guidance.



**ADVICE SEEKER** — The Advice Seeker is in charge of asking for help from the teacher or from other groups. They are the only group member who can leave the group to seek advice from outside the group and report back to their group. However, the teacher can visit the group and speak to all group members, and all group members can share the groups ideas and results when asked.

**RESEARCHER** — The Research is responsible for gathering any information required to support the objectives of the project, including facts, statistics, background information and images. The Researcher will need to work closely with the Writer and should assist the Writer in finding any information required to write the project content.

**WRITER** — The Writer is responsible for producing any written information required in the project. The Writer needs to work closely with the whole team to ensure the main messages are being covered in any written content. However, the Writer will need to work particularly closely with the Research, who will help find any background information the Writer needs. The Writer also needs to work closely with Illustrator, particularly when annotating drawings.

**PITCHING TEAM** — The Pitching Team need to present the project to the audience or panel. They will need to ensure they are confident enough in the information they are presenting to be able to answer questions from the audience, so it is important they work with the team throughout the project so they understand both the topic they are presenting but also the path of their project (i.e. what ideas were considered, what were rejected, why the final design was chosen, how the research supports this design etc).