

It's time to

GROW

Scrum Master

**Development
Workshop**

WORKBOOK



- Becoming a better Scrum Master
- Empowering Teams
- Communicating with Stakeholders

10th June 2025

15:00pm-17:00pm (GMT)

With Seun Opanubi



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Using this Workbook

Prior to attending the workshop it will serve as good preparation for you to go through and attempt to answer some of the questions here.

You can print this workbook, alternatively you can type your answers into the workbook and save it somewhere where you can access it from anywhere.

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Reflections

Why do you want to become a Scrum Master?

What do you think are the skills required for a Scrum Master to excel?

By the end of this workshop, I want to be confident in....



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Write down your takeaways

Becoming a Better Scrum Master

Empty light blue box for notes.

Empowering Teams

Empty light blue box for notes.

Communicating with Stakeholders

Empty light blue box for notes.



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More Takeaways

Anymore things you want to reflect on



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Team Charter

Amend according to what your team agree on.

Scrum Team Charter Template

Who are we?

Name / Avatar/ Skills / Experience / Likes / Strengths

Team Name:

Date Created:

Purpose & Mission:

What are we aiming for? Why do we do what we do?

Team Values & Principles:

What motivates us? What do we commit to?

Our Norms – Ways of Working

What we always do?

What do we do when the norms are not adhered to?

What we never do?

How do we make decisions?

How and when do we raise issues?

What is our sprint cadence?

Our Practice

Tools & Collaborative Platforms we use

E.g. Task Management: Jira / Trello

Code Repository: GitHub / Bitbucket

Communication: Slack / Microsoft Teams

Documentation: Confluence / Notion

Decision-Making & Conflict Resolution

E.g. Consensus-driven decisions where possible.

Escalation process: If unresolved, involve the Scrum Master.

Retrospective action items to address ongoing challenges.

Continuous Improvement Plan

E.g. Monthly team health check-ins.

Experiment with new Agile practices (e.g., Pair Programming).

Dedicated time for learning & upskilling.

Team Strengths

Success Metrics

E.g. Velocity tracking (story points delivered per sprint).

Cycle time & lead time (efficiency in delivery).

Sprint goal achievement rate.

How do we ensure an increment is created each Sprint?

E.g.

How do we keep the sprint backlog updated?

E.g.

Team Challenges

Signed & Agreed By: (Product owner, Scrum Master, Developers)



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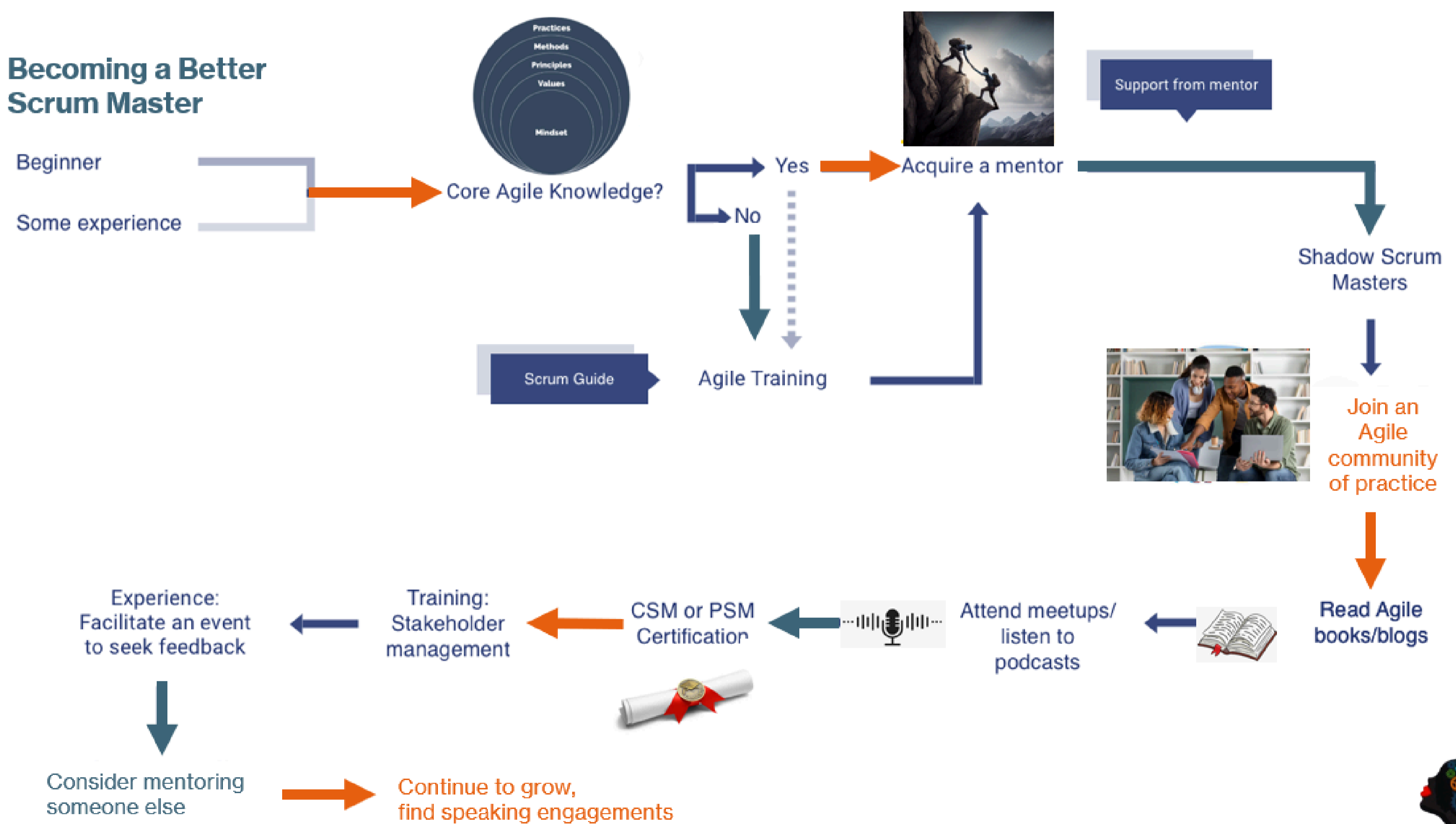


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Suggested Scrum Master Growth Path

*Feel free to modify it to suit your
desired path for personal
development*



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Stakeholder Matrix

How do the stakeholders of your organisation manifest on this matrix? Plot below and communicate with them accordingly.

High Interest

Low Interest

Low Influence

High Influence



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So you have completed your first workshop with us, hope you found some golden nuggets that will inspire your growth.

Continue to review your wheel.

Thank you for letting me be part of your journey.

Connect and stay in touch.



With Seun Opanubi



[multipassionateconsulting](https://www.instagram.com/multipassionateconsulting)



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We work with corporate clients, we run mentorship programs for their Scrum Masters, Delivery Managers and other Agile Leaders to empower them.

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