The WORK REINVENTION Studio
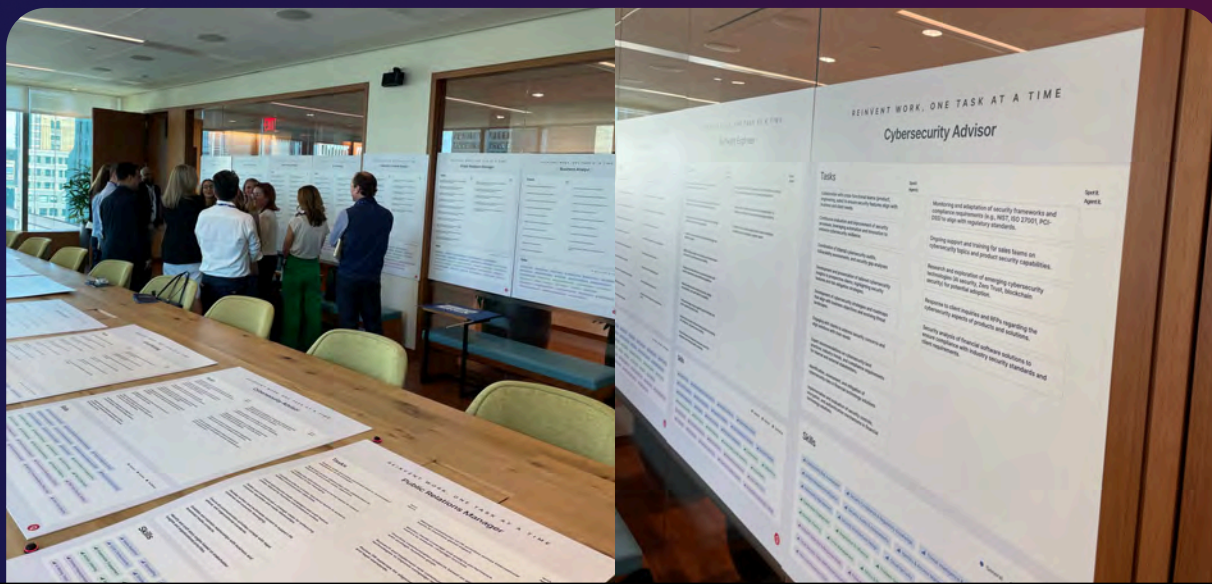
FACILITATORS GUIDE

Welcome to the Work Reinvention Studio—a hands–on, high–impact simulation where teams break down work into tasks, identify where AI delivers the greatest value, and reimagine what their workforce can become.

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This Facilitator Guide has everything you need to run the Work Reinvention Studio—from setup and materials to instructions, scoring, and wrap-up. Get ready to lead boldly.

Why Run the Work Reinvention Studio

Today's organizations are under pressure to unlock the value of AI—but most don't know where to start. The Work Reinvention Studio gives teams a practical, structured, and energizing way to begin.

Rather than starting with roles or org charts, this simulation starts where AI actually operates: **tasks**.

By stepping into the role of a transformation task force, participants practice:

- Breaking work down into discrete tasks
- Identifying where AI can create the greatest impact
- Making data-driven, resource-limited decisions
- Working cross-functionally under real strategic constraints

When To Host

The Work Reinvention Studio is designed to plug into high-impact moments of change. Use it to educate, align, and equip teams when you need bold thinking and decisive action.

Ideal for:

- Leadership off-sites or workforce strategy sessions
- HR, transformation, or AI readiness programs
- Innovation sprints or workforce design workshops
- Change initiatives that require cross-functional alignment

Getting Started

The Work Reinvention Studio is a dynamic, hands-on workshop where teams rethink how AI and humans can work together—task by task.

This session is best run in person to maximize energy, collaboration, and interaction with physical role posters and stickers. However, it can also be adapted for virtual delivery using digital whiteboards, shared screens, and virtual sticker tools.

🎬 Intro Script

(To Be Read or Shared at Kickoff)

Welcome to the Work Reinvention Studio! Congratulations! You've just been appointed as a Task Force responsible for leading your organization through a once-in-a-generation transformation of work.

You and your team have been trusted with a mission that demands bold thinking, fast action, and a willingness to step outside the norm.

It's 2025. The rules of work have changed. Every organization is reimagining how people and AI come together to unlock untapped potential—and you're at the center of it.

Your mission: Redesign your workforce. Identify where work needs to be reinvented. Unlock the power of AI.

This isn't business as usual. It's a hands-on opportunity to think big, act fast, and do things you've never done before. No fear of failure—just bold transformation.

Team Formation

Form one or more teams depending on your group size. Each team functions as a workforce reinvention task force.

- Ideal team size: 4–6 participants
- Assign one Team Captain per group to help keep the process on track

The Challenge

Each team receives a set of roles, with each role broken down into tasks. The objective:

1. Review and analyze the tasks within each role
2. Identify which tasks are best suited for AI automation
3. Apply your limited AI stickers to the tasks that will deliver the biggest return on investment

⏱ **Time Limit:** 45 minutes (or 4-5 mins per role)
📋 **Sticker Limit:** Each team receives a limited number—use them wisely

Setup & Materials

What's Included:

- Presentation Deck - To support the activity
- Role Posters - Display roles/tasks and apply stickers
- Reejig Work Ontology - Used to assess team selections and score accuracy

What You'll Need

- Stickers - Represent AI deployment decisions
- Timer - Keep the session running smoothly
- Printer to print the posters

Download included materials here: https://resources.reejig.com/work-reinvention-studio-activity

The Roles Included & AI Opportunities

The activity includes 8 roles, each broken down into their core tasks. You can choose to use all roles or select a subset depending on your session size and time.

Facilitator Tip: Only provide the total number of AI automation stickers required for the roles you select—but don't reveal how many apply to each role. Part of the challenge is for teams to think critically, prioritize, and make bold decisions with limited resources.

The Roles & Sticker Required:

- Business Analyst *(4 high impact AI opportunities = 4 stickers)*
- Software Engineer (5 high impact AI opportunities = 5 stickers)
- HR Business Partner (8 high impact AI opportunities = 8 stickers)
- Senior Finance Manager (6 high impact AI opportunities = 6 stickers)
- Public Relations Manager (8 high impact AI opportunities = 8 stickers)
- Credit Risk Manager (6 high impact AI opportunities = 6 stickers)
- Cybersecurity Advisor (7 high impact AI opportunities = 7 stickers)
- L&D Program Manager (8 high impact AI opportunities = 8 stickers)

Ground Rules for Selecting Tasks With The Greatest AI Potential

Before deploying AI, consider:

- 🔍 How many people currently perform this task?
- 💰 What's the salary cost associated with it?
- ⏳ How much time is consumed by this task weekly?
- 🧠 Is the AI capability available and reliable today?
- 🎯 What's the potential impact if this task is automated?

💡 Focus on high-friction, high-cost, or high-volume work—not every task should be automated. Choose for impact, not quantity.

How to Determine the Winner

Each team's selections will be evaluated using Reejig's Work Ontology for each role.

What's in the Work Ontology?

Each Work Ontology includes:

- 🔍 A breakdown of tasks — A clear picture of what the role involves
- ⚡ AI automation potential — The percentage of tasks that could be automated (with high-potential tasks marked by a lightning bolt ⚡)
- 📊 Work Intelligence — Efficiency, velocity, and capacity insights, plus estimated cost savings and time-to-value metrics

Scoring:

- Compare each team's AI sticker placements against the Work Ontology
- Award 1 point for every correctly identified ⚡ high-automation task
- The team with the most points wins. Make sure you celebrate!!

🎬 Closing Script

(To Be Read or Shared at End of Activity)

You've just completed your first test drive of a new toolkit for reengineering work:

✅ Break work into tasks

✅ Assess which tasks AI can enhance or own

✅ Act on the highest-impact opportunities first

Why this matters:

- AI automates tasks, not roles or skills
- The first step to using AI responsibly is to understand your work
- True reinvention requires cross-functional teamwork—just like you demonstrated today