

## Developing an Effective Team Contract: A Leadership Perspective

It would be crucial for a project manager in charge of creating a team contract to promote open communication and set clear expectations. Successful team dynamics, in Scott and Manning (2022) opinion, depend on well-constructed agreements that consider the interpersonal as well as the operational components of collaboration.

To initiate the contract development, I would pose several critical questions to the group:

1. What are your preferred communication styles and availability?
2. How do you typically handle conflicts or disagreements?
3. What unique skills and experiences can you contribute?
4. What are your expectations for meeting deadlines and quality standards?

These questions would serve as conversation starters, encouraging team members to reflect on their working styles and preferences. As Milstein (2023) emphasizes, understanding individual work habits and communication preferences early on can prevent misunderstandings and boost productivity.

To establish ground rules, I would facilitate a collaborative discussion where all team members contribute their ideas. Key areas to address would include:

- Meeting schedules and attendance expectations

- Communication protocols (response times, preferred platforms)
- Decision-making processes
- Conflict resolution mechanisms

For goal setting, I would implement a participatory approach:

1. Brainstorming session to identify both team and individual objectives
2. SMART goal framework application to refine and clarify targets
3. Creation of a shared document outlining short and long-term goals

Role determination would involve:

1. Assessing each member's strengths through informal discussions
2. Matching skills with project requirements
3. Rotating responsibilities when feasible to promote skill development
4. Clearly defining accountability for each role

To guarantee team, buy-in, I would advise the group to go over and improve the contract together. This cooperative strategy encourages a sense of accountability and dedication to the conditions set out.

Thoroughly addressing these components in the team contract will help us provide the groundwork for productive teamwork, transparent expectations, and shared accountability. In addition to being a written agreement, the contract would represent a mutual commitment to the development and success of our team.

#### References:

Milstein, S. (2023). *How team agreements promote high performance*. LeadDev.

<https://leaddev.com/team/how-team-agreements-promote-high-performance>

Scott, B. a. B., & Manning, M. R. (2022). Designing the Collaborative Organization: A Framework for how Collaborative Work, Relationships, and Behaviors Generate Collaborative Capacity. *The Journal of Applied Behavioral Science*, 60(1), 149–193.

<https://doi.org/10.1177/00218863221106245>

Wordcount: 334