



TEAM BUILDING

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Program Objectives

(1 of 2)



Understand the team concept.



Open lines of communication as a foundation.



Sharpen communication techniques and skills.



Learn techniques for building a better team.

Program Objectives

(2 of 2)



Understand your style and role as a team leader.



Sharpen your team's goal setting, motivation and output/performance.



Understand team members and team dynamics.



Practice, discuss, and problem-solve.

Team Building

Basic Team Concepts



Teamwork: The idea of people working together in a team.

Team Player: A team member who is easy to work with and contributes to the group effort.

Team Building: Establishing and developing an effective team.

Characteristics of a Team

(1 of 2)

Small Number of Members:

Teams are more effective with fewer people.

Complementary Skills:

Members of the team should have skills that compensate for other team member's weaknesses and are different from the skills of other team members.

Characteristics of a Team

(2 of 2)

Same goals:

Team members must have the same goals.

Same approach:

Team members must have the same approach to completing the goal(s).

Mutual

Accountability:

All team members must accept their responsibility.

Team Building

Why Teamwork?


Teamwork often gets tasks done faster and better.

Teamwork allows input from many people.

Teamwork is necessary in many parts of life, so learning how to work as a team is important.

Team Building

Common Need



The overriding need of all people working for the same organization to make the organization profitable.

Conceptions of “Team”

(1 of 3)

The Athletic Perspective:

Here, “team” connotes winning and losing. In an athletic arena, winning is the ultimate goal.


The Power of Two:

Here, “team” implies partnership. This includes both business and personal partnerships such as marriage.

Conceptions of “Team”

(2 of 3)

Circumstantial:

A high-angle, slightly blurred photograph of five business professionals (three men and two women) standing in a circle on a dry, grassy field. They are all smiling and looking towards the camera. The image is used as a background for the slide, with semi-transparent text boxes overlaid.

Here, “team” simply means any group in the same place at the same time.

For example, in this context, a company in general or all the managers in an organization could be considered a team.

Conceptions of “Team”

(3 of 3)

The Community Approach:

Teamwork often gets tasks done faster and better.

Teamwork allows input from many people.

Members look to their peers for support.

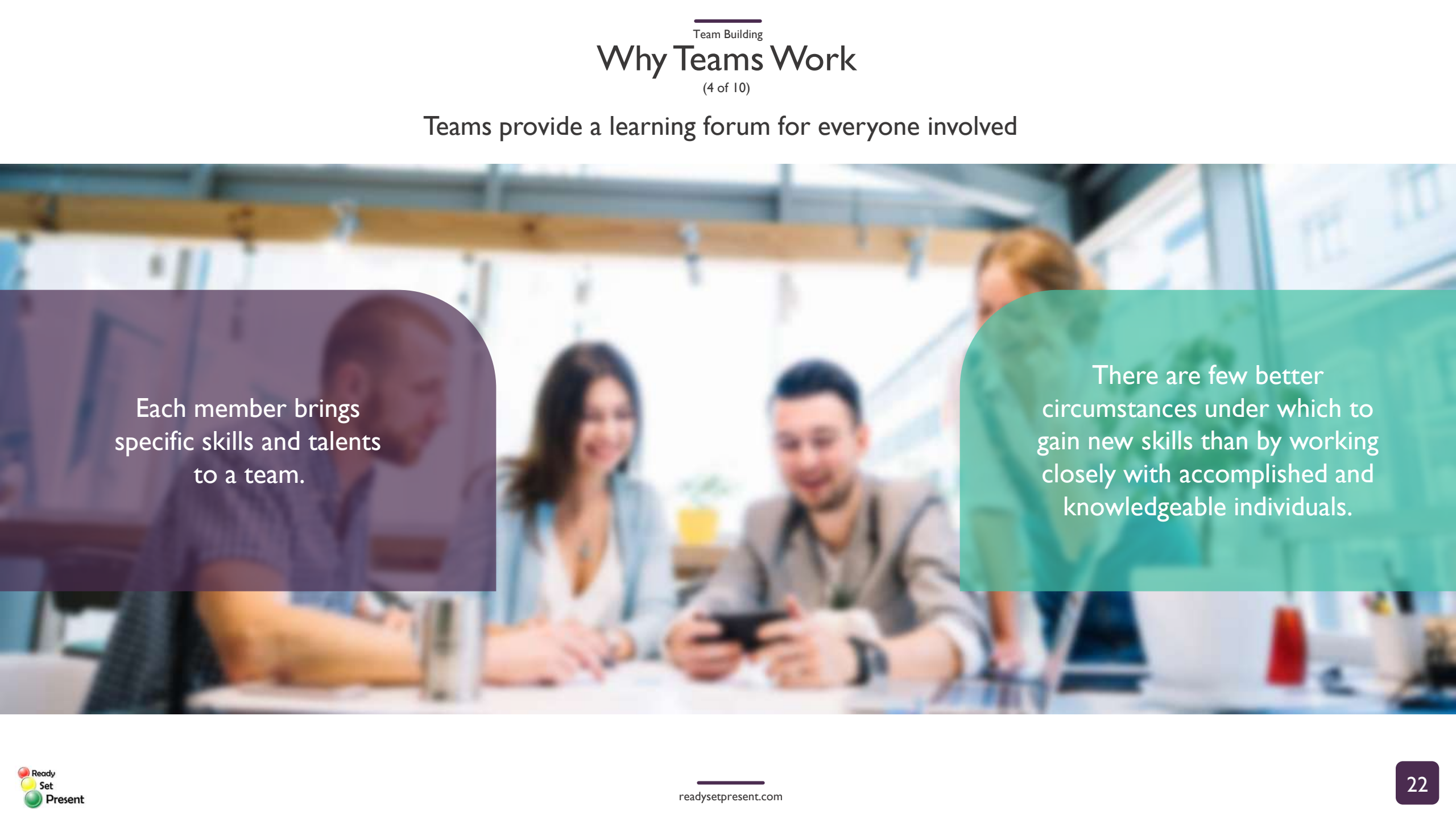
This type of team leads to workplace success!

Team Building

Why Teams Work

(4 of 10)

Teams provide a learning forum for everyone involved



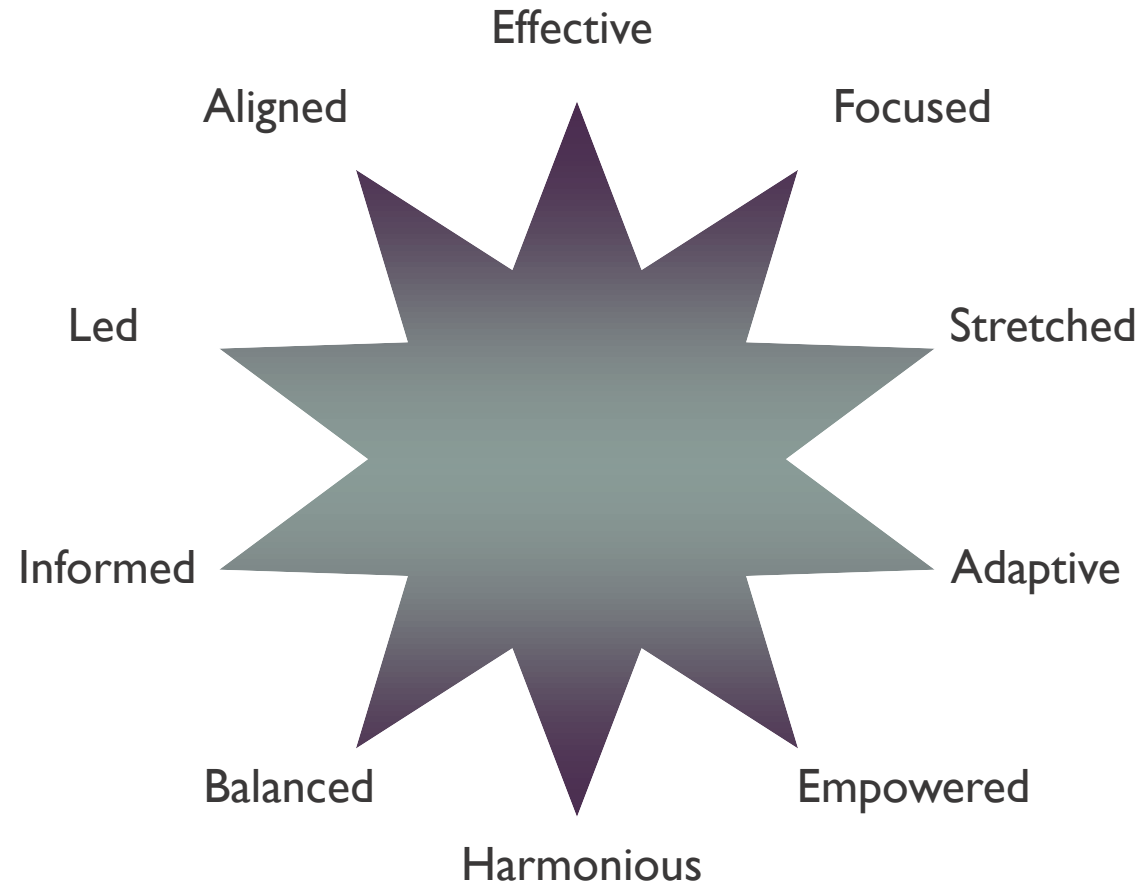
Each member brings
specific skills and talents
to a team.

There are few better
circumstances under which to
gain new skills than by working
closely with accomplished and
knowledgeable individuals.

Team Building

Why Teams Work

(10 of 10)



Structuring Your Team


(5 of 8)



Avoid holding individuals more accountable for performance than teams.

Our society often values individuals over teams.

Consequently, organizations tend to point to individuals when trouble arises.

A background image showing several hands reaching up and clapping or cheering, suggesting a team celebration or huddle. The image is slightly blurred, focusing on the motion and energy of the group.

Team Building

Structuring Your Team

(8 of 8)

Recognize teams as the performance backbones of the organization.

Structurally sound teams that perform effectively can counter increased demands on an organization.

Team Building's Purpose


(2 of 5)

A Shared Goal.

This gives members a greater sense of connection to each other and, in turn, a greater commitment to the goal.

The Ability to Communicate.

Members work well together when they understand what others need and, in turn, feel that their needs are understood and acknowledged.

A blurred background image showing a group of people in a meeting room, sitting around a table and engaged in discussion. The image is slightly out of focus, emphasizing the text overlays.

Team Building's Purpose

Team Building
(3 of 5)

A Sense of Empowerment.

Members are empowered by a sense of investment in their own work; they do not feel that they are simply following purposeless and arbitrary orders.

The team environment enables them to see the whole picture.

Team Building

Intrinsic Team Elements

(4 of 6)

Procedures. Once a goal has been established, the team's next step is to determine how and when it will reach that goal.

Procedures must include: deciding upon the necessary phases of tangible work, the delegation of these responsibilities, what abilities need to be developed, and what schedules need to be designed.

Being specific at this stage will facilitate smooth implementation.

Team Building

Intrinsic Team Elements

(5 of 6)

Responsibility.

All team members are responsible for whether the task is done brilliantly or insufficiently.

When one division of the goal is inadequately met, the whole team is responsible.

Therefore, the team's structure must be founded upon trust.

Team Building

What Effective Teams Do

(3 of 3)



Build on strengths.

Support and complement weaknesses.

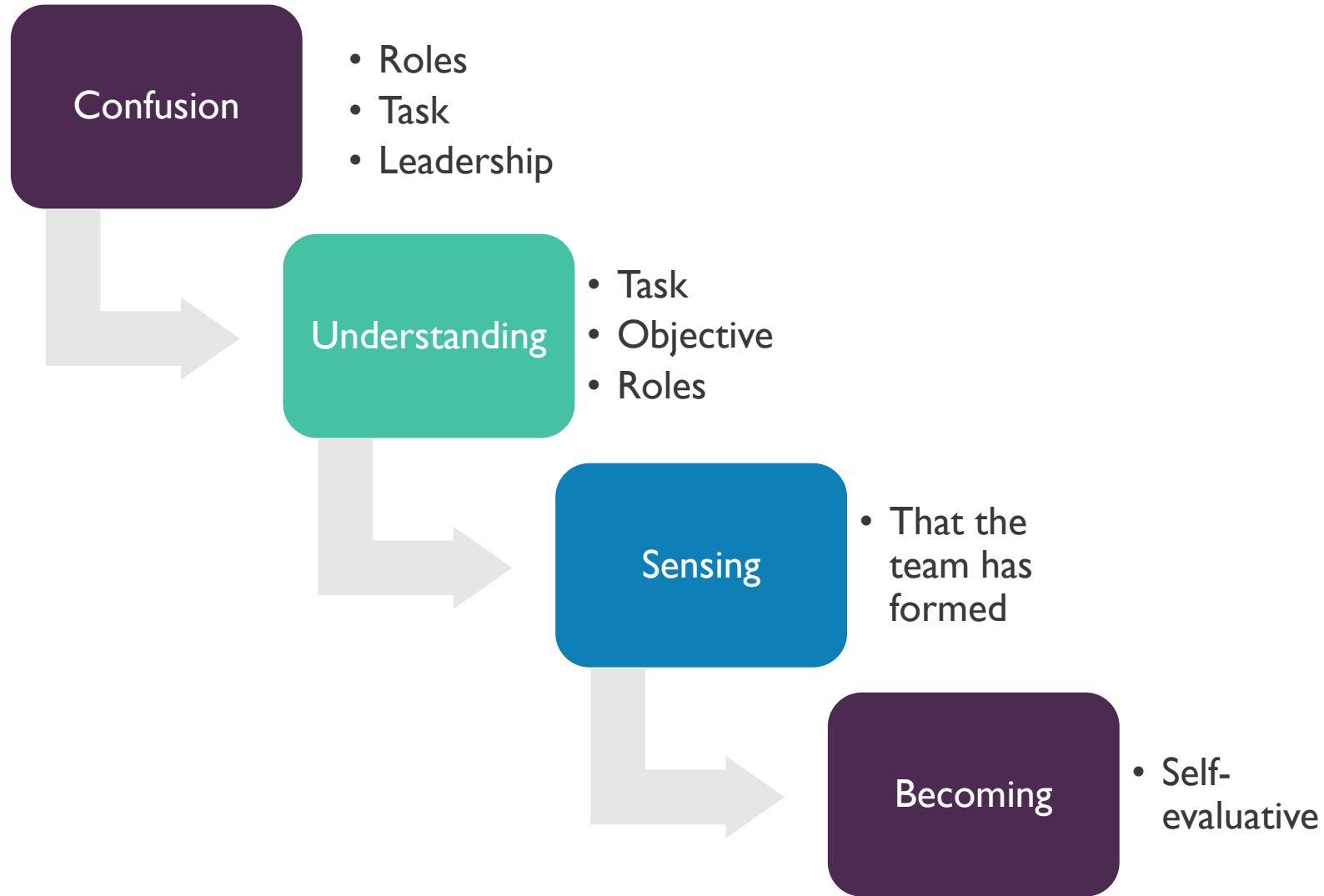
Have high morale, and ensure that all members have high morale.

Feel that they are the best at what they do; have a strong sense of pride.

Remain connected to the larger organization.

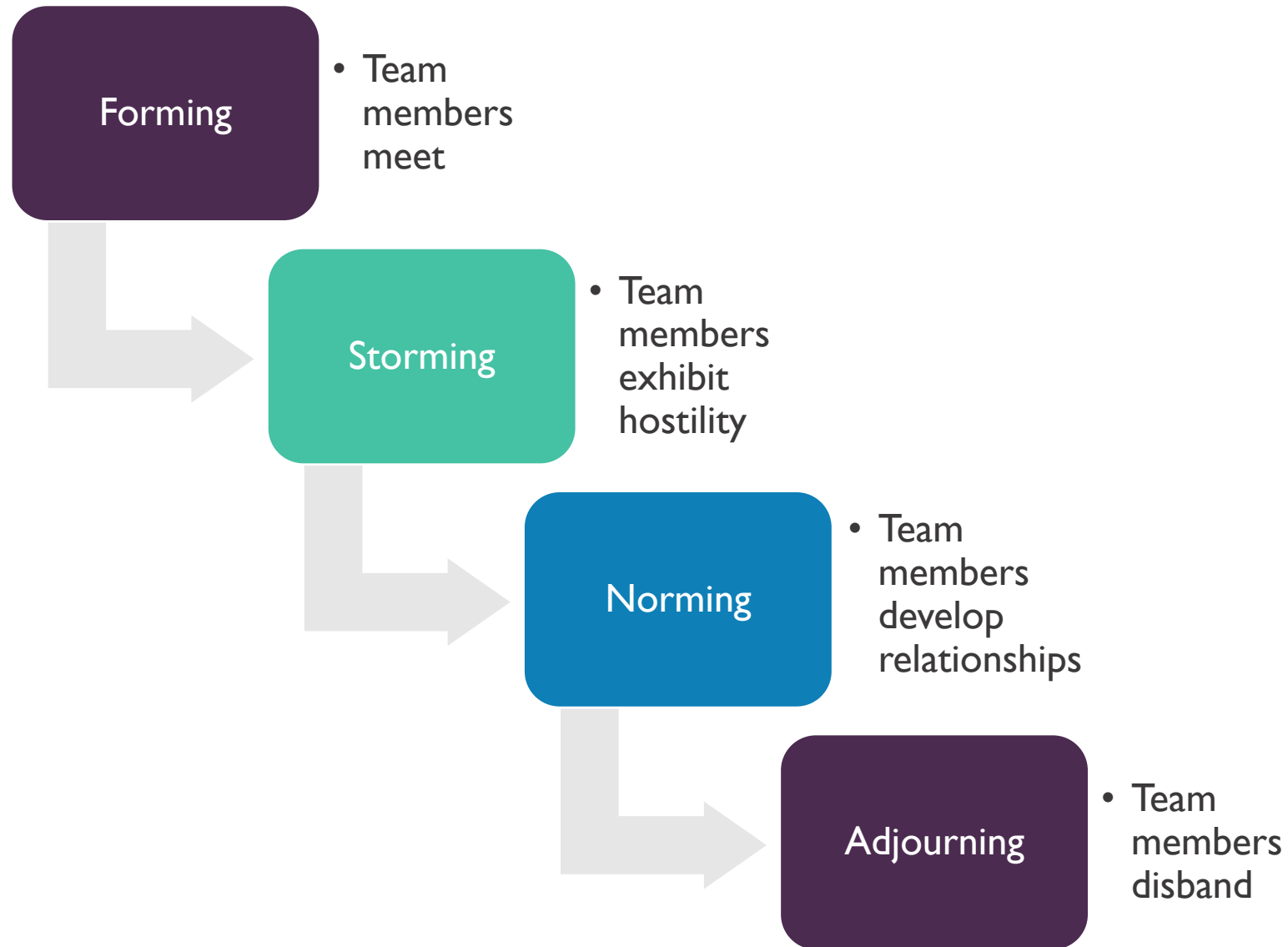
Team Development Stages

(4 of 7)



Team Development Stages

(7 of 7)



Team Building

Arriving At A Consensus

Encourage all participants to have a full say.

1

2

Emphasize positions.

Find out how serious the objections are.

3

4

Keep summing up areas of agreement.

Obstacles Teams Face

(4 of 5)

Individuals do not want to take personal risks.

It is inevitable that people will express fear at going out on a limb.

However, team building can be a less formidable task if its goals, processes, and benefits are clear.

Team Building

Conflict

(1 of 3)

Conflict is not always negative.

While conflict can obstruct progress and be frustrating, it is necessary for finding and resolving problems and making decisions as effectively as possible.

Conflict is a delicate element of teams.

Team Building

Conflict Avoidance

(2 of 2)

Conflict avoidance is negative because it stifles ideas and causes discomfort.

Without conflict, teams cannot collaborate to make the best possible product or decision.

While conflict should not be sought out, it should also not be avoided.



Team Building

Constructive Criticism

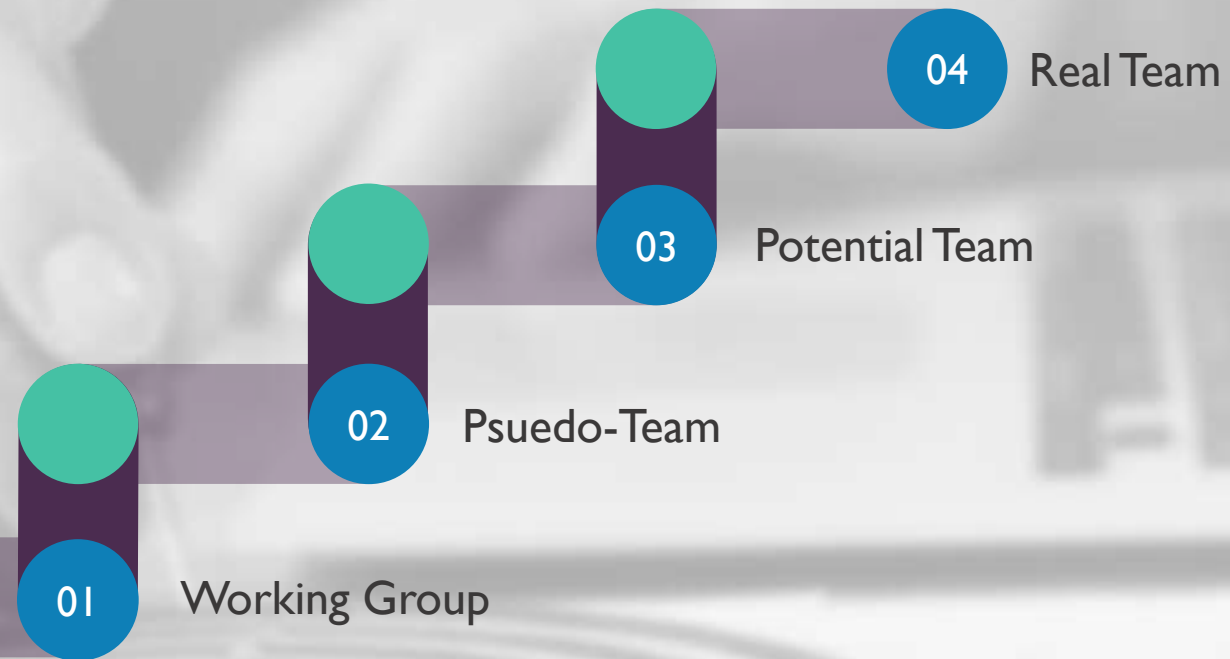
(1 of 3)

Conflict avoidance occurs when team members do not express their ideas for fear of creating conflict.

Conflict avoidance indicates that team members do not trust each other and do not feel comfortable enough with each other to express their opinions.

Team Performance Curve

(5 of 5)





Team Building

Evaluating Performance

(7 of 8)

Personal commitment:

When team members commit to each other's personal growth and commitment, their sense of purpose is strengthened.

This enriches performance aspirations and improves members' approach to working with each other.



Team Building

Evaluating Performance

(8 of 8)

Performance results:

Performance is both the cause and effect of a team's success or failure to collaborate efficiently.

Look to the performance results to see if the group is a group or a real team.

Teams at the Top

(4 of 9)

Top management comprises the top team.

Membership in the top team is automatically associated with the positions of top management and executives.

Hierarchy defines positions.

In most teams, skill and ability define members' roles. Top team members' positions within the company, however, define their team ranks.

Teams at the Top

(5 of 9)

Maximizing time efficiency becomes harder.

Top managers' and executives' time is in high demand. Spending the extra time that teamwork requires is often inefficient in the long run.

Communication and openness are still key.

Members' ability to communicate and to be open with one another equals teamwork.

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