

9 Traits of Highly Successful Teams

The trouble with the teams in my workplace is:

- Squabbles flare up over inconsequential matters.
- We really don't know why we're on teams.
- We're all "too different" to work together.
- Our meetings are endless, ineffective and dominated by a few.
- Trying to reach a consensus is impossible—we can't agree on anything important.
- The frequent friction among some team members is affecting the rest of us.
- We're not skilled at policing ourselves.
- Attempts at constructive criticism usually end in hurt feelings.
- Despite our success we feel we're an island—cut off from other departments, and even from the rest of our organization.
- Our team seldom gets much done.

How many sound familiar?

Just a few? Most of them? ALL of them? The total number doesn't matter. Even a single one mark is a reliable tip-off that your teams could be in trouble now—or will be soon.

It doesn't have to be that way. If you think your group could benefit from professional help in key areas of team performance, consider bringing this workshop to your people— at your location.

This is "in the trenches" team training.

Throughout the day you'll work in teams and tackle the real-world problems you encounter in your workplace. You'll take part in exercises, role-playing, self-assessments and other participatory techniques that facilitate adult learning. This training will drive home the principles that make teams the powerful force they've become in business, government and education today.

This seminar will help you...

- See what a "true" team looks like— inside and out—so you can begin to set your sights on meaningful and reachable goals.
- Take a team inventory of the skills you have now...see which ones need recharging...and discover what's new in team skills that you'll want to try.
- Learn innovative approaches to conflict resolution that will clear the air and give your people the fresh start they need.
- Discover innovative ways to get things done as a team—without endless discussions, and with everyone pitching in.
- Work with your team in order to tackle the tough issues and gain sound solutions.
- See an immediate uptick in morale, productivity, pride in your jobs—and the praise that will follow.

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Program Agenda

A successful team...

...is sure of itself.

- Why “purpose” is the backbone of any true team
- How to craft a mission statement that’s much more than a motto
- Strategies for galvanizing diverse people into a unified team
- How to convert your team’s “purpose” into a working plan

...is open and honest.

- How to “read” your teammates’ attitudes and behaviors— and use what you learn for the good of the team
- What motivates— and de-motivate— your people?
- Why understanding the forces that influence your team can lead to improved morale, performance and collaboration?
- Personal values vs. team values— understanding the balance between individual wants and group needs

.... know their roles.

- Ten traits of a “team builder”
- Ten characteristics of a “team wrecker”
- What happens when personal ethics run contrary to team ethics

... holds productive meetings.

- Right ways/wrong ways to call, conduct and adjourn your team get-togethers
- Exploring the pros and cons of “huddling”— an effective alternative to full-blown meetings

...is skilled at resolving conflict.

- What constitutes “appropriate” confrontation
- The five styles of handling conflict (comparing, accommodating, avoiding, compromising, participating) ...when, why and how to use each

... knows it isn’t an island.

- Goals, progress, problems, individual performances— and other things a team needs to relate to top management
- Specific ways to integrate a new team into the scheme of an organization
- How to bring a new member into an existing team
- Knowing when to seek outside coaching, advanced team training, or a referee to settle out-of-control disputes

... ,best of all, knows how to celebrate.

- The difference between long-term rewards and short- term inducements (one builds up while the other tears down)
- Why celebration must be linked with team “growth” to be meaningful
- Four proven ingredients for a successful celebration
- Examples of reward programs that continue to work at companies such as Corning, Carrier and Nucor Steel