

The Characteristics of an effective team

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(Speaker notes)

1) Goodmorning everyone, myself Shaz I will be sharing my knowledge on The Characteristics of an effective team from a manager's prospective. Which includes:

- (Tuckman, 1965) The five stages of group/team development
- How to create and maintain an effective team
- Benefits of an effective team
- Relationship to trust
- Impact of conflict in a team
- Meridith Belbin's team roles (how is it equivalent to an effective team)

2) (Refer to slide 1)

From a manager's prospective you first need establish a team, identify any conflicts within your team. Coach and help others as this will facilitate the team, you need to be creative, delicate to archive goals and most important recognition of your team to be successful. Eg.. in my workplace my current manager does monthly reviews, this will help him to check individuals and team performance.

3) (Refer to slide 2)

In business effective teamwork is the secret behind growth and success, here are a few benefits of how an effective team can help a business.

- Effective communication
- Time management
- Motivating environment
- Improves quality products and service
- Increase employee involvement

4) (Refer to slide 3)

According to (Covey, 2006) the relationship to trust will deliver results to a business, employees will show loyalty, demonstrate respect and know the right and wrongs. I would like to share with you my personnel experience of how important is trust in the workplace. I am currently employed by Ikea Cardiff as a FLT driver, were we air pallets that can weigh up to 900kg or more. Now like any other jobs the are rules when driving a fork lift truck. When you are involved in an accident you need to report the incident immediately, now this individual hit the racking with his forks and did not report it as the business lost trust with this employee he was sacked from his job.

5) The negative side of team work is when the is an impact of conflict within the team. This can be affected by, making decisions, efforts to archive goals, unfriendly and being negative.

6) (Refer to slide 4)

Now as you can see from this slide I have put a question mark by manager, from a manager point of view you have to question yourself are you passive- are you able to agree with others. Assertive – do you have the confidence to be in control, are you creative or are you aggressive- self assured.

7) (Refer to slide 5)

As you can see from this slide success is through teamwork, as a manager you need to show you care about the team dynamics, you have the passion and desire to achieve goals. Create a friendly environment where people can speak freely and you have to understand a plus b plus c- action + behaviour + consequences.

References

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