

# Teamwork

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EFFECTIVE TEAM WORKING AND  
COMMUNICATION (BMSW4002)

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# Introduction

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Team is a well-organized group of people who have a common goals.

Working in a team is the ability of people to interact with each other, to create common plans and realize them thanks to everyone's trust and effort.

Each member of the team, working and using his personal abilities, helps his team to grow and develop.

# Benefits of team working

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- Productivity increases
- Projects are carried out more easily
- Teamwork is a source of creativity and efficiency
- Teamwork builds friendships
- Mutual safety





# Disadvantages of team working

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- There may be competition between members
- The neglect of individual affirmation
- The long time spent working on a project
- Some members prefer to work alone
- The merits obtained

# Stages of team development



## 1. Forming

- Direct the team
- Establish clear objectives for team and individuals



## 2. Storming

- Establish processes and structures
- Encourage and build trust and good relationships between team members
- Resolve conflicts quickly and provide support to insecure members
- Remain positive and firm if challenged (leadership and team goals)



### 3. Norming



- Step back, allow team members to take responsibility for progress towards the goal.
- A team building event would work wonderfully here.

#### 4. Performing



- Delegate tasks and projects as much as possible.
- You can focus on other goals and areas of work.

## 5. Adjourning

- Take time to celebrate the team's achievements - you may work with the members again and it's great if past experiences are viewed in a positive light



An illustration featuring several black silhouettes of hands reaching towards and touching various gears. The gears are in shades of red, orange, and grey, set against a light grey background with faint gear patterns. The text 'Importance of team roles' is positioned on the right side of the image.

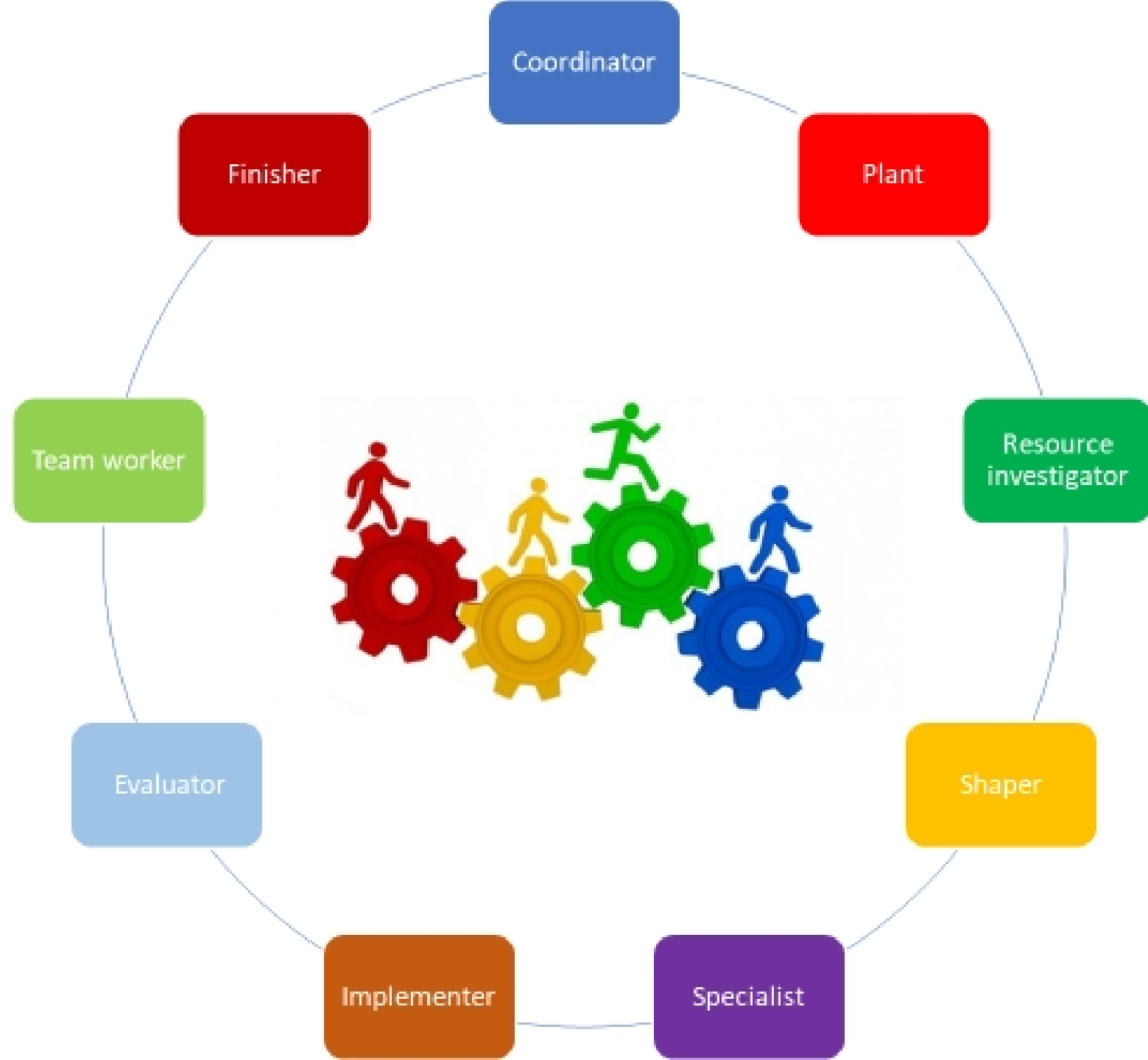
# **Importance of team roles**

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- To be Received
- To be Understood
- To be Accepted
- To get Action



A team role is a tendency to behave, contribute and interact with others in a particular way. Dr Meredith Belbin, identified nine different team roles. Recognizing these roles plays an important part in team an organizational performance.



# How teams can benefit from choosing the right members



- Communication methods
- Technology
- Effectivity
- Communication
- Rewards
- Recognition

# Managing conflict



## Conflict Management and its importance on the business

- Conflict management is to enhance the learning process and structured foresight, especially productivity or efficiency in an organizational system.
- The goal of conflict management is to minimize conflict's negative sides while improving its positive ones.
- Conflict management effectively prevents confrontations, which lowers employee stress and anxiety in an organization (Mkonyi, 2022).
- There will always be conflict amongst employees in a corporation. If properly managed, it might act as a trigger for change, enhancing employee satisfaction and organisational performance.



## Theories of Conflict Management

- **Blake and Mouton Conflict grid-** A theoretical model and visual tool called the Blake Mouton Managerial Grid aims to categorise a leader's leadership style (Todărița, 2021). The plot basically evaluates a leader's care for the well-being of the individuals under their command as well as for productivity.
- **Thomas Kilmann Conflict Model-** The Thomas-Kilmann model is designed to assess a person's behaviour under pressure. The two aspects of the Thomas-Kilmann Model are assertiveness and empathy (Savchenko *et al.* 2022).
- **Rahim's meta model-** Rahim's methodical approach to conflict management includes five conflict-handling philosophies i.e. integrating, obliging, dominating, avoiding, and compromising (Alshammri, 2021).



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# Successful team development



*A successful team is one in which each member knows his responsibilities well, each member is focused on objectives and results. In a successful team, communication is positive and open, collaboration and organization persist. A good team develops continuously.*

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# References

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