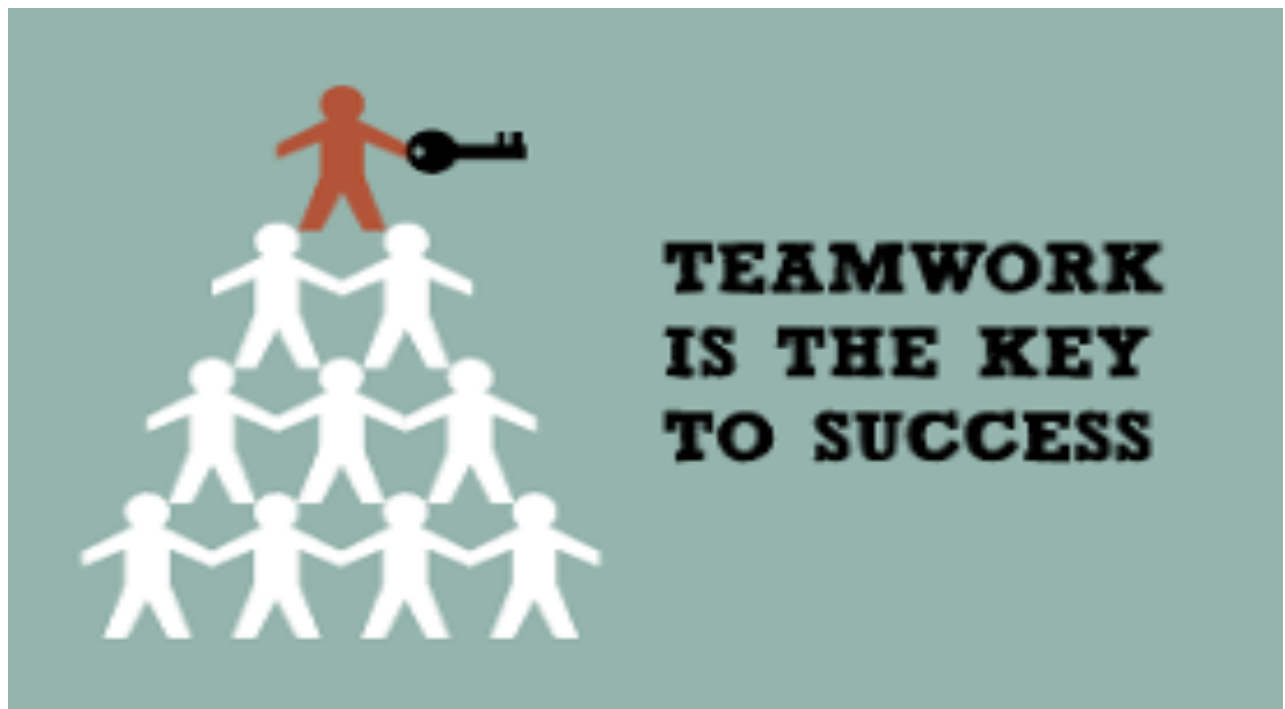


University of Wales Trinity Saint David in Birmingham

Effective Team working and Communication



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Student Name: Miller do Espirito Santo Avelino

Student ID: 2025206

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Lecturer's name: Suzannah Ogwu

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INTRODUCTION

The intention of the following task is to explain the Effective Teamwork for Success process. I will present some of them by explaining their ideas and details of the Teamwork.

Then, explaining some examples on how to be used by Teamwork.

The first part, aims to expose in a simple and clear way, producing a general analysis of the main:

- How to management and develop an affective team
- The impact effective teamwork
- Barriers to effective teamwork
- Types of Roles to create a cohesive and effective team

Effective teamwork requires good skills and aids in decision making and problem solving, communication and interpersonal skills.

SECTION 1

1. How management at Trinity Social Care Home can develop an effective team.

Based on this case, it allows me to say that regardless of our age or gender, we must be in harmony, respecting each person to reach a productive result.

Working as a team, if well-coordinated, always achieves a positive result and helps in patient care. In this case, home care, if well implemented, can achieve the fourfold objective - improve patient health, improve patient health.

1.1. Team Development

Let me tell you that an effective team develops from the moment they work to collectively contribute to team results. However, this process does not happen automatically, but requires a level of confidence to establish itself. If we take a good look, we all have an experience when we were put on a team to work on a project or school assignment, and the result was not always positive in the first few days.

According to Bruce Tuckman (1965), there are five processes that help teams develop their goals when they are working together. Therefore, he classifies these processes as:



1.2. Forming

This is called the familiarization phase here where we will get to know the elements of the group. Sometimes there is uncertainty, so people are in doubt whether this will be the same group they are looking for and that they could win in this group.

1.3. Storming

This phase is more complicated, and then there will be storms, conflicts between ideas. Since the team may decrease performance because issues that are not relevant to the group may arise. Eventually, to overcome this stage, members will have to accept individual differences and focus on ideas relevant to the group.

1.4. Norming

This is the acceptance of differences phase. Soon, team performance can be seen to increase and hence members begin to cooperate and focus on the team's goals.

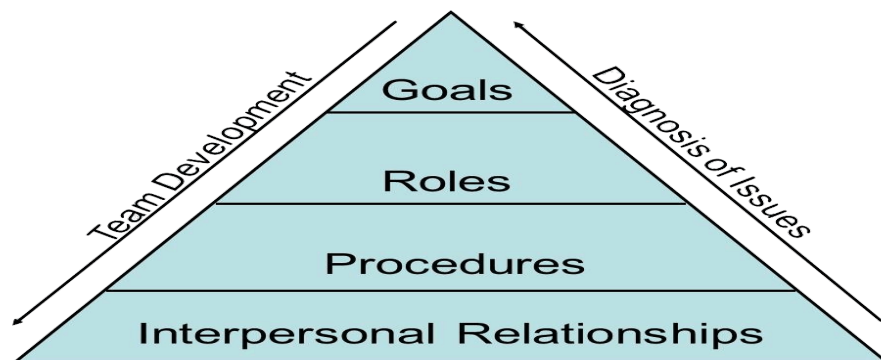
1.5. Performing

At this stage the members are already motivated and well organized and it works well. So everyone is already committed to the group to work together and share ideas, focusing on problem solving and meeting the team's goals.

1.6. Adjourning

This is a final stage many of the team's goals have been fulfilled. Here you can suggest individual feedback in which you can evolve.

How we know every workplace can have conflict between group of work, second Rubin Plovnick (1977) we have different models of team development:



1. **Goals:** when we work a team, we must be clearer, objectives and effective.
2. **Roles:** is better everyone must take their responsibilities.
3. **Procedures:** in the group must have strategies communications and best practices.
4. **Interpersonal Relationships:** good relationships bring success for the group, because everyone can work more comfortable, and it can be easy more understand between all element in a group.

Work a team has a positive organizational effect. Therefore, any company if it has an effective team, can help achieve incredible results.

Wheelan SA. Group Size, (2010) A team with several conflicts in its work environment can cause interruptions to strategic failure. If we look at today's society it is almost impossible not to be part of a team.

So, anyone should be part of any group, because if you are hired by a company you will have to work with someone anyway. Knowing the strengths and weaknesses of your group members is important for personal and professional development and helps the group grow because you can help others to evolve more.

However, to solve the conflicts and issues in Trinity Social care home's, they must follow these 5 modules came from Lencioni Model (2005):

- **Lack of trust** basically, in teams they must trust in other because they can have difficult communication.
- **Fear of conflict** sometimes we must avoid conflicts to be in peace so group can work more propel.
- **Lack of commitment** is good when teams do not meet in deadline, because they can have more time to think about work.
- **Inattention to results** in a team's it's no just to focus on yourself or our person because it can affect the project.

SECTION 2

2. The impact effective team working can have in a health and social care setting.

However, let me say that any teamwork, if it is very effective, always brings comfort in the work environment. This is because when the team is not well structured or coordinated, it stays connected.

Iknowho, (2017) One of the biggest impacts on teamwork is happiness because it helps the company to evolve. Let's see that when patients are well cared for, they always leave positive feedback for this organization.

These are some impacts of teamwork:

- Gains new ideas and innovations
- Boosts morale and loyalty
- Help to be more responsible
- I always managed efficient results
- Helps progress in individual development
- Supports healthy risk taking

2.1. Gains new ideas and innovations

Eventually, a group if it has an open culture with a rhythm of working together, promotes a warm environment and thus generates new ideas and creativity.

Well, the different points of view always bring a solution and many good things could happen with these exchanges of ideas in the group.

As an example, based on this practical case, we can understand that it will be difficult to gain new ideas in the Trinity Welfare Home, since there are always conflicts and this does not create an environment for teamwork.

2.2. Boosts morale and loyalty

The union of a team promotes success and positive feelings among the team. Loyalty within the team affects the way they work and the relationship with the company. If we are loyalty to the team, we cannot put the organization's name in risk.

2.3. Help to be responsible

If, within the team, each element is provided with important information and helps others in carrying out a job, this becomes a success because it was a joint effort.

The sense of responsibility of a team and of everyone, because and happy to know that at the end of the work the result was positive, and the responsibility was collective.

2.4. I always managed efficient results

Naturally, the use of strengths in teamwork strengthens the work. We must be honest, in a group we can divide the work so that everyone does something, creating a more efficient result and probably faster.

2.5. Helps progress in individual development

However, we must be aware that not everyone thinks alike, some people still have difficulties understanding their strengths and weaknesses. So that's where you'll have the team to work to help those people grow and have fantastic learning opportunities.

It is usually advantageous to get these people to expose their ideas that they think because that is how they can easily develop. For example, if you work in a care home group, it's good to choose those people who have difficulties to attend to patient arrivals. So, the person will be able to acquire more experience at work.

2.6. Supports healthy risk taking

Indeed, (20217) Besides, teamwork elements motivate others and give you strength to provide a greater sense of risk. Already working alone, you'll be less inclined, allowing your name to stick on a project where the potential failure can fall entirely on them.

That's why there are methods that support teamwork. for example, risk mitigation training, and with that the group may have more ideas to help with the work.

Teamwork at all organizational, individual and results levels is beneficial, because this is the only way to promote an effective environment in the company.

SECTION 3

3. Barriers to effective teamwork

C.S. Clarke, Ph.D., (1997-2011) If we take a good look at our society, extraordinary results always come from successful teams at various levels of business, both private and non-public.

Analysing this case of Care home, we realize that there are barriers that have difficult teamwork within this organization. So, it's because of these small barriers that teams can't fulfil their potential because barriers get in the way of success.

These are different barriers that we can see when we are working at team:

3.1. Individual Calendar

One of the things we must understand is that there are no individual agendas when we are working in teams, we must work according to team agendas.

For example, focus on the team first, as you are doing their part give your contribution only then will it avoid conflicts and contribute to positive team outcomes.

3.2. Silo thinking

As we know, in companies or organizations, to have a positive result always depends on teamwork and that everyone must integrate in the process.

Exemplifying this nursing home, here is someone who needs to make patient lists. then there will be someone to take care of them, if you identify a problem and the patient needs special care, someone will solve this situation.

That's why we must work as a team because there will always have to be someone to coordinate each of these tasks.

Solution: try to set aside time for teams to organize to coordinate these tasks and pay attention to customers because they have nothing to do with our malfunctions.

3.3. Lack of confidence

Working together without confidence will never succeed. We must make sure all the elements are there to fully embrace the work. Trust is not built in a day, it takes time, effort, commitment.



Solution: you must commit to the team and show that you can be trusted to realise your obligations.

3.4. Indefinitely about what must be achieved

Teams must set a goal to be achieved. In others to be able to get the specific result. We must keep in mind that teams are formed with a purpose. So, try to reduce errors and choose the best one to work with.

Solution: always print specific and measurable results to be focused on them, for example, for example vaccinate 80% of people by the end of the year.

3.5. Absence of conflict

A well-organized team will hardly have conflicts, but we cannot drop the boat, we must ensure it. We should not always see conflict as something negative, we must study it and try to understand why it is having conflicts.

Solution: inspire debate and positive challenge in the interest of achieving the best for everyone.

SECTION 4

4. The types of roles that are needed to create a cohesive and effective team.

Michal Page, (2018) It explains to us that to build a team of a superior standard is not the same thing as randomly assembling a group of talented individuals.

They continually say that it is important to emphasize that for a team to be effective, and implemented, its elements must unite with the same vision and be motivated so that this vision is visible and that it is in operation.



Your goals must be clear, shared, measurable and aware that they must be committed and that each person shows their performance for the overall success of the group.

According to this case to build and maintain a strong, cohesive, and effective team allows me to present some key steps such as:

4.1. Arranged the purpose

Coyle, (2018) We must define the purpose of a team and for what purpose it was created and what kind of result is intended to be achieved.

In addition, it is good to know the role of each person in the group, and to have a sense of what is best.

However, if everything is well defined, clear, and inspiring then we have a foundation in place for successful teamwork and help guide the group as they face challenges and decisions.

4.2. Assemble the team

Generally high-performance teams are made by people who are passionate about working. so, these people are confident that their contribution will be an asset to the organization. significant.

There should also be respect and between all team members and supporting each other to achieve a good balance.

Sometimes the group must be challenging among the group members, and this has to do with the types of people that exist in them to allow the group to work together harmoniously when necessary.

4.3. Determine the goals

We must understand that once the team is established and well-structured everything is working perfectly according to the common purpose and the next step is to focus on the smaller tasks to be well managed.

In turn, it describes tasks using a schedule, with deadlines and responsibilities agreed with the role each member will play. All resources are essential such as: time, materials, space, support, and money.

4.4. Established expectations

We must bear in mind that communication will be the biggest point of the group so we must be coherent and open.

This allows each member to understand what awaits them in the group. Value and encourage contributions, resolve conflicts in a constructive way so that it doesn't happen as in the case of nursing homes because this harms the company.

The team's decisions and feedback must be respected.

4.5. Observer and examine

To ensure that the group's progress regularly checks the group's performance through team meetings.

Solution: Use questions like these: What has been our goal so far? How is the group doing? What content do we learn? What can we improve?



Belbin's Teams Roles

1. **Thinking:** its means innovations, how to prefer work alone, separated good or bad ideas. Skills in specialist job.
2. **Action:** its means challenge, complete the fine details.
3. **People:** Natural team lectures, find external recourses



5. Conclusion

Now a day teamwork is the most essential for our society. Moreover, if everyone in their workplace following the rules how to work a team it can help us to management and develop effective team change our way how working a team to bring success for the company. But it's need challenges to breaking the Barriers that prevent us from working effectively as a team.

Finally, it is important to citation that regardless of our choice, we must work as a team since teamwork is most sought after in organizations. A team that is trained and well-coordinated will always provide a positive result and a competitive advantage in terms of greater employee satisfaction, creativity, and innovation.



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