

# **EFFECTIVE TEAM WORK AND COMMUNICATION**

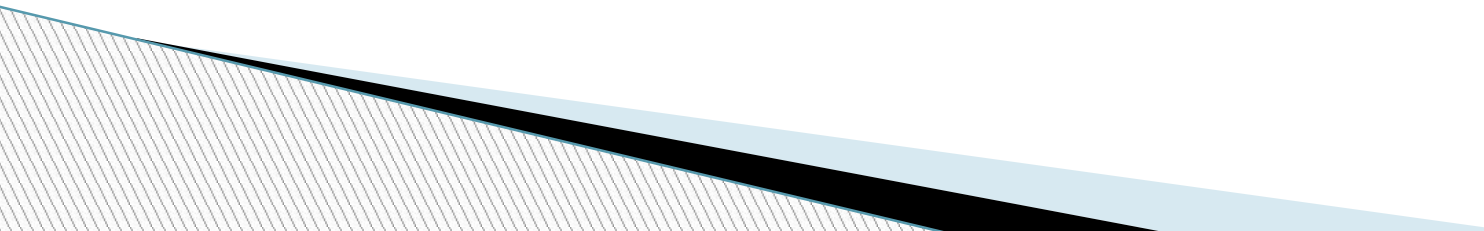
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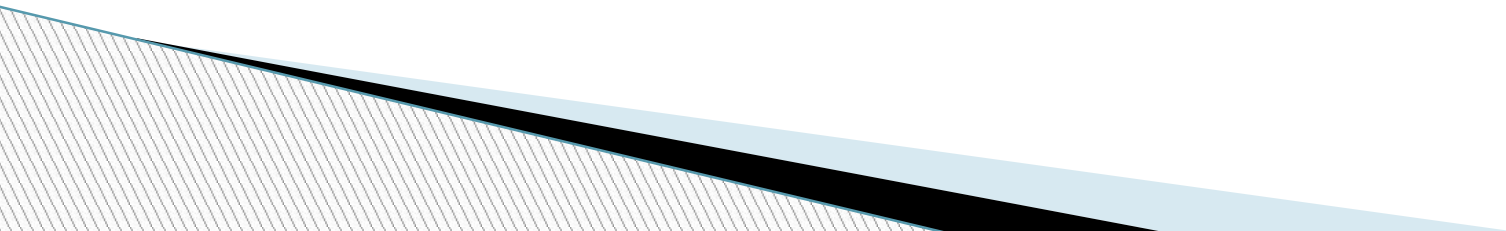
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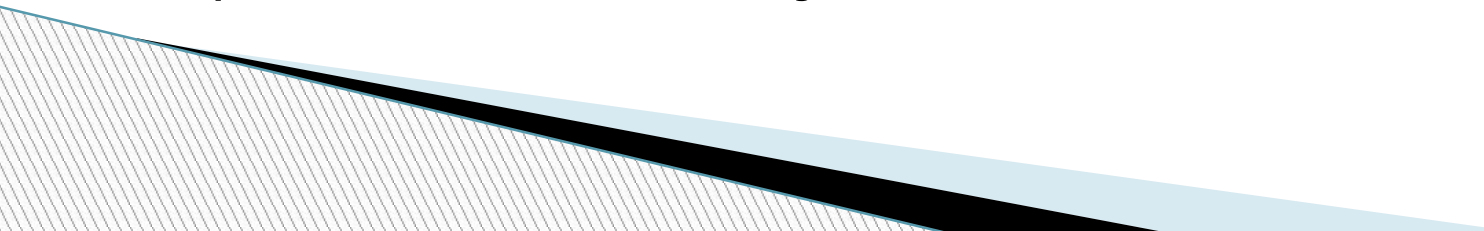


# EFFECTIVE TEAM WORK

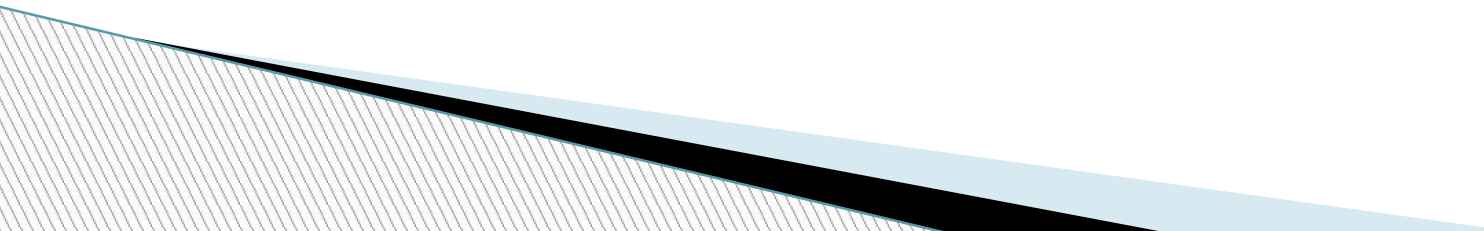
STEPS AND CONSIDERATIONS OF INTRODUCING EFFECTIVE TEAM  
WORK IN A COMPANY.



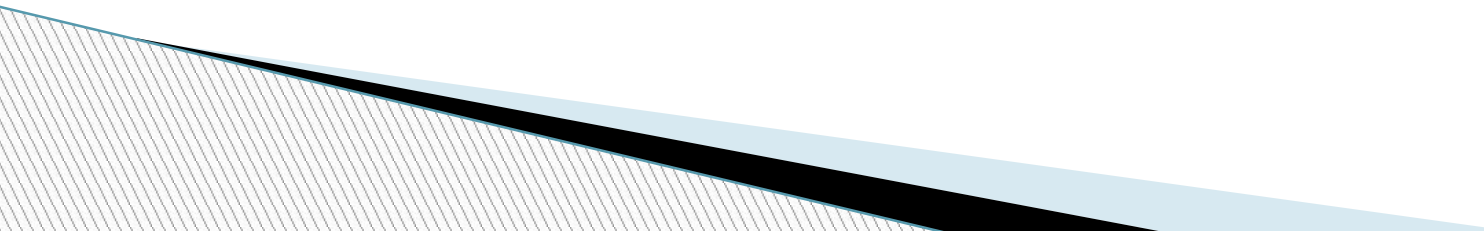
# Introduction

- ▶ Monarch is one of the consulting firm that I have enjoyed working and partnering with.
  - ▶ The firm being a consultant firm, have managed to employee over ten thousands plus employing at global level.
  - ▶ In a previous meeting we held with the relevant readers, we came up with a suggestions of introducing team work to the company.
  - ▶ Despite the company growth, low yields upon the performance have been reported in a period now.
  - ▶ Enhancing team work is one of the proposals of improving the performance and yields.
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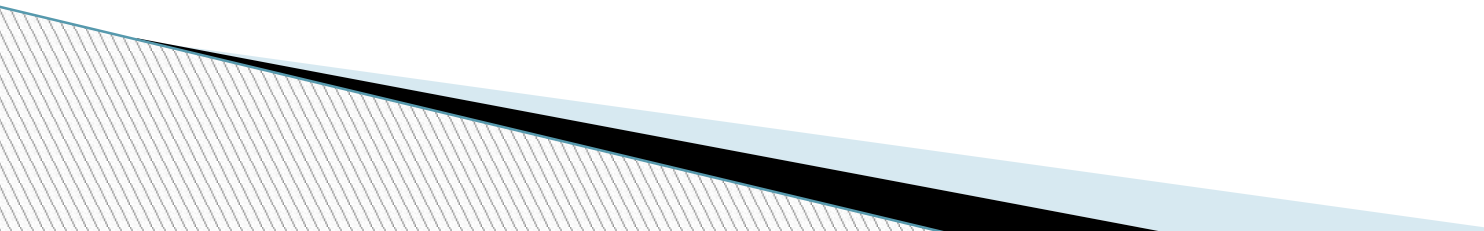
# Benefits of team working: Decision-making

- ▶ Working in one voice, make all the execution decisions easy and quick in making (Mesmer-Magnus et al., 2017).
  - ▶ Decision-making is a process that need team work support and engagement from all members.
  - ▶ The process of making final remarks as decided and approved by the entire group is an accomplishment made through team work.
  - ▶ In failure of one member may led to failure of the entire group.
  - ▶ Its is an indication that when the senior manager approves this suggestions, the company will have an ease time in decision-making.
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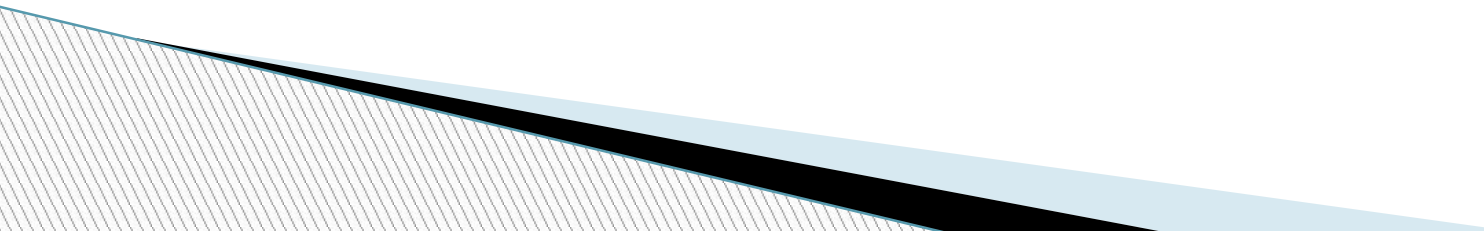
# Benefits of team working: Planning

- ▶ Planning is an action that involves future decisions that need to be executed.
  - ▶ In a company where all employees are cooperative and work as a team, future goals are set together with minimal barriers.
  - ▶ Planning needs support, attention seeking and encouragement of the entire team members.
  - ▶ In case where the senior manager will agree with this idea of team working, the company in future will be of benefit from all the executions.
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# Benefit of team working: saves time

- ▶ In case where team work is encouraged in a company, work is done under minimal time (Rosen et al., 2018, pp 433).
  - ▶ The reason is that each team member is assigned a task that is specialized according to their skills.
  - ▶ Division of work is done accordingly and fairly to each team member.
  - ▶ Competency is enhanced while working which ensures that tasks are done as per requirement and according to the specified scheduled time.
  - ▶ Accepting this suggestion, the company will be in a position of saving time and doing task at the right time.
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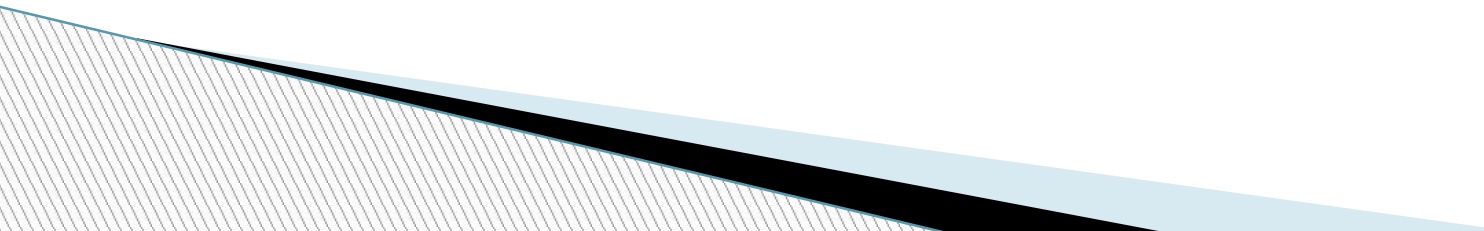
# Stages of team development

- ▶ In team development there are normally five stages which includes;
  - ▶ Forming stage: in this stage the team members come together for orientation and getting acquainted actions.
  - ▶ Storming stage: in this stage employees come together to address all the conflicts and competition upon each other.
  - ▶ Norming stage: all the types of conflicts are solved and unity is achieved by each team member.
  - ▶ Performing stage: each individual's roles are examined where the team's performance improvement is mostly reported in this stage.
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# Stages of team development

- ▶ Performing stage: in this stage consensus and co-operation have been well-established and the team have accomplished maturity. The team is known to be organized and well-functioning (salas et al., 2018, pp593).
- ▶ Adjourning stage: at this stage all the set goals are said to have been accomplished. Most of the tasks are on the final stage, more efforts and good results are applied.

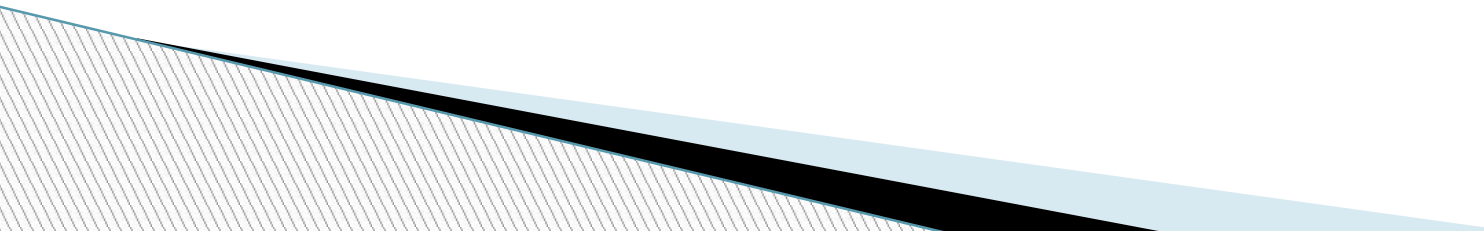
# Team roles

- ▶ Under this team roles, there are nine team roles contributor participated by members.
  - ▶ Shaper- in the team, some of the members are known in driving the tea forward in future.
  - ▶ Implementer- this are members known as action-oriented team members.
  - ▶ Completer finisher- mostly they are known as team individuals who strive in ensuring perfection for the team and the company at large.
  - ▶ Plant- some of the team members acts as a innovator and creative thinker individuals.
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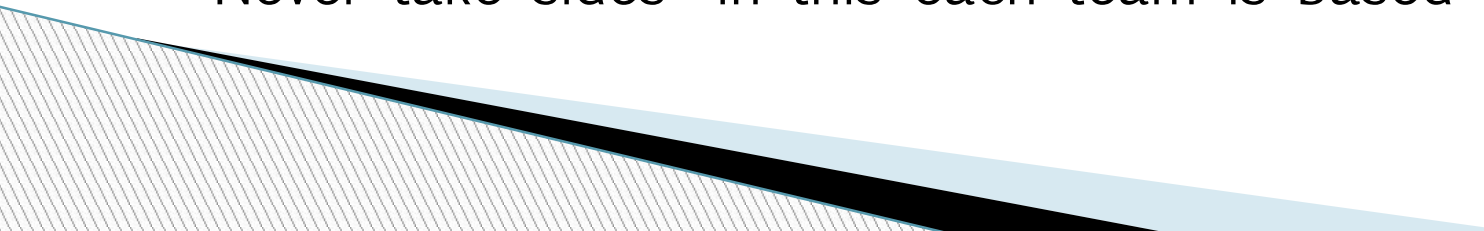
# Team roles

- ▶ Monitor evaluator- this are individuals known to use their skills in problem-solving (Scholl, 2018, pp 127-146).
  - ▶ Specialist- this are team individuals who are expertise in their defined area of experience.
  - ▶ Coordinator- having great communication skills, collaboration and motivation are some of the best vales drawn by team members.
  - ▶ Team worker- in a team this are individuals who are extraverted in their personalities.
  - ▶ Resource investigator- in most cases this are individuals who explores in having new opportunities for the company.
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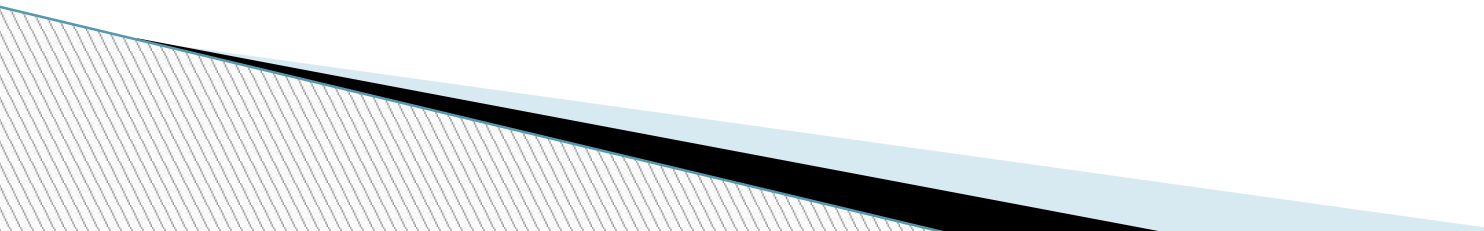
# Managing conflicts

- ▶ Managing conflicts is an approach used of curbing barriers and hindrance that may arise between team members.
  - ▶ Different approaches are recommended but negotiation is the best cause of action.
  - ▶ For the senior manager, some of the outlined aspects needs to be used for managing conflicts.
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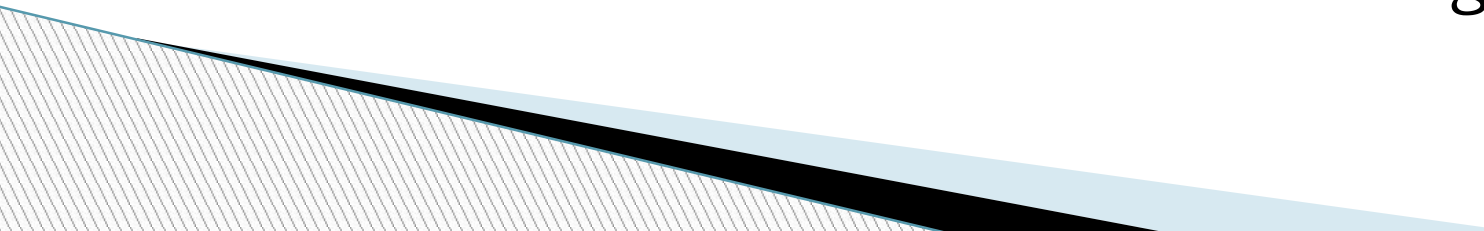
# Managing conflicts

- ▶ In a team working there are different people with different opinion.
  - ▶ Creating a team resolution is one way of managing the conflicts occurrence. some of the healthy tips includes;
    - Creating a healthy culture. Each of the team member is treated fairly and equally. This is one way of ensuring conflicts are managed.
    - Learning to detect and spots early signs of conflicts. This is one way of curbing any conflicts to occur between individuals involved and working together.
    - Dealing with the conflict promptly. The conflict solving need to be solved in absent of favours between two parties involved.
    - Developing of rules for handling conflicts.
    - Never take sides- in this each team is based upon evidence presented.
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# Successful team development

- ▶ For a team to be successful, there are a number of things that need to be done. They include;
  - Creating awareness of working condition.
  - Being aware of all the team involved in the company.
  - In a clear indication, define roles and responsibilities.
  - The team members should be proactive with the feedback.
  - Acknowledging and rewards to the team individuals.
  - All time celebrate success attained by each member.
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# Conclusion

- ▶ Working as a team work is the best model that the company should opt to.
  - ▶ Each team member have a role and responsibility assigned in accomplishing the company's goals and objectives.
  - ▶ Team work have more benefit to the company while comparing each individual working at their own.
  - ▶ Managing of conflicts is one of the effective strategy in a team work.
  - ▶ A successful team is attained through effective team working.
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# Reference list

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