Rock Your Career with Extraordinary Teamwork How to Create the Secret Sauce



Anthem EAP

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Objectives

- Understand team development and dynamics
- Learn how to communicate effectively in a team environment
- Identify how you positively contribute to the team
- Realize the importance of self-assessment
- Do's and Don'ts in communicating within a team
- Warning signs of a dysfunctional team
- Develop personal action plan to help support an extraordinary team

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Components of a Team

- A clear, common purpose
- Trust within the team
- Confidence
- Respect
- Good communication open, honest, reciprocal sharing and listening
- Mutually Supportive and appreciative of one each other
- Appreciation of differing viewpoints ability to manage conflict in healthy, productive manner

Group Development

Pre-honeymoon

- Introductions/basic information
- Honeymoon
- Nice and polite to one another

Productive work

· Little conflict but little growth

The Big Bang

- ne big being

 First conflict

 Team works through the conflict and grows stronger; or

 Team does not work through it effectively and the team dynamic is weakened

Growth

Embracing creativity and diversity

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Group Roles



- Formal
 Hierarchy
- Political Awareness
 Person who gets things done
 Problem solver

- Slackers
 All talk little action
- The Over doer
 The martyr
- The Multitasker

 Willing to do many tasks

 Never say "it's not my job"

 Embraces change
- Inspirer
 Brings positivity

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Strengths and Weaknesses

- Why you need to be open and honest and sometimes vulnerable
- Need to be able to acknowledge your weakness
- What does the team need to know about you to get to know you better?
- Vulnerability

What strengths do you bring individually to the greater team?
What do you need to work on to help support and strengthen the team dynamics?



Communication Within the	leam
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For you it's important to:

- Be easy to understand
- Be approachable
- Be a good listener
- Be open and honest

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Self-Assessment

- Allowing for mistakes and learning from them
- Check ins
- Probing questions
- Invite dialogue
- Giving and receiving feedback



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Questions to Create a Better Group Dynamic



- How am I doing?
- What can I do better or differently?
- · What gives you the most pleasure?
- What is your biggest frustration?
- What is one thing you can bring to this team
- In one year, what is your vision for this team?

80/20 Rule

Do's

- Do be kind, compassionate and empathetic
- Do Lighten it up with humor
- Do Be reliable and dependable
- · Do Be confident
- Do Be willing to share your vulnerabilities

Don'ts

- Don't Never be rude
- Don't Use inappropriate or offensive language
- Don't Over commit
- Don't Make the same mistakes repeatedly; learn from them

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Recipe for Handling Change



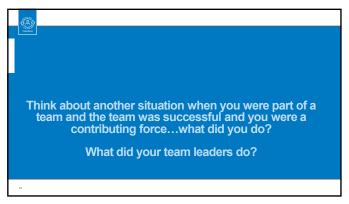
- Give yourself time
- Articulate your concerns, worries, fears about the change and then provide solutions
- Groups should not be a breading ground for venting only

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Warning Signs

- Are toxic people keeping you up at night?Is it the same person?
- Does it make you not want to go to work?
- Does it make you not want to share your creative ideas
- Job/career/calling Are you only living for the weekend
- Are you a part of the problem?





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What Do You Bring to the Recipe?



You as an individual:

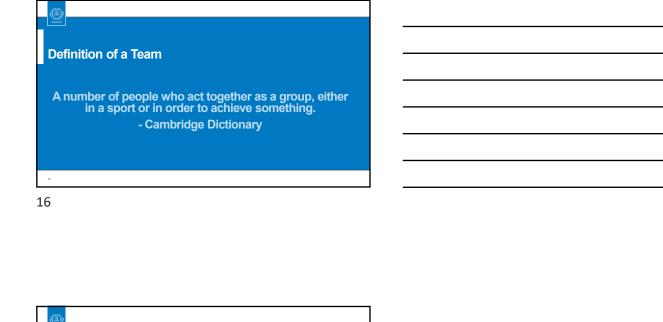
- Bring positive energy
- Your unique talents, skills and perspectives
- Diversity
- Empathy
- Inclusion

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Harnessing the Positive Energy

- How do you get positive energy at work?
- · What do you need to do?
- Sleep
- Exercise
- Stress management
- What do you need to bring to the team?





Your Commitment to the Team

What is one thing I can commit to, to be an outstanding team player?

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Best Practices for Being a GREAT Team Member Working Better Together

- $_{\circ}\,$ Having a commitment to each other and understanding one another's needs
- · Valuing and embracing each others different point of views
- Working together to make decisions
- Feeling comfortable in taking risks and supporting one another





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THANK YOU FOR PARTICIPATING!

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