


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



AnthemEAP

1

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

2

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


3

Group Development

- Pre-honeymoon
 - Introductions/basic information
- Honeymoon
 - Nice and polite to one another
- Productive work
 - Little conflict but little growth
- The Big Bang
 - 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

4

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

5

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?



6

Communication Within the Team



For you it's important to:


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

7

7

Self-Assessment


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



8

8

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?

9


9

80/20 Rule

Do's	Don'ts
<ul style="list-style-type: none">Do - be kind, compassionate and empatheticDo - Lighten it up with humorDo - Be reliable and dependableDo - Be confidentDo - Be willing to share your vulnerabilities	<ul style="list-style-type: none">Don't - Never be rudeDon't - Use inappropriate or offensive languageDon't - Over commitDon't - Make the same mistakes repeatedly; learn from them

10

Recipe for Handling Change




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


11

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?



12




Think about another situation when you were part of a team and the team was successful and you were a contributing force...what did you do?

What did your team leaders do?

13

13

What Do You Bring to the Recipe?



You as an individual:


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

14

14


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?



15

15




Definition of a Team

A number of people who act together as a group, either in a sport or in order to achieve something.
- Cambridge Dictionary

16

16



Your Commitment to the Team

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

17

17

Best Practices for Being a GREAT Team Member Working Better Together

- 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

18

18



19



20



21
