A Strategy for Improving Group Effectiveness

Components of a Team

- Group members must have the same goals and objectives.
- Group members must be willing to work with each other.
- Each group member must possess a talent, skill, or information that is necessary to reach the team goal.
- Group members must be dependent upon each other to achieve the goal.
- Members of the group must be willing to recognize and utilize other members' talents and knowledge.

FAMILIARITY
When building an effective team it is important to get to know the members. Take time to understand each other’s needs differences and behaviors without labeling them as good or bad.

GOAL SETTING
A team needs a purpose. Strive to set team goals and objectives that are satisfying and agreeable to all members of the team.

COMMUNICATION
Effective communication is essential for productivity. When building a team it is important to identify barriers that keep the group from functioning efficiently. Plan and organize strategies to eliminate these barriers.

CONFLICT MANAGEMENT
Prior to the conflict, a team should establish a problem solving method which can be used when problems arise. In addition, agree that conflicts will be over issues and not personalities.

GROUP ROLES
The strength of a team can be increased when all members know the roles and duties of the other team members. It is important for the team to recognize that each member has his/her own leadership style. Recognizing styles and group roles, and being able to accept those differences in group members will add to team success.

FOCUSING & EVALUATION
A group needs to take the time to define their real purpose and direction. Maintaining a focus and evaluating goals are critical steps in team building.

RECOGNIZING TALENTS AND RESOURCES
Effective teams utilize the talents and resources of the members. Develop strategies to identify each individual’s talents. Remember to praise sincerely and thank often. Make the team experience positive for each member.