

# Team Building

**Duration: 1 day**

## **Who should attend this course?**

Team Members who want and need to get more out of themselves and other team members, people who need a first class understanding of team formation and how to identify how they can best contribute to the success of the team.

## **Course Objectives**

- How individuals can best contribute to their team's success.
- How to turn difficult situations into positive outcomes.
- What factors contribute to team formation and success?
- How to develop your strengths and identify development areas
- What key factors motivate you and other team members?
- How to receive and give effective feedback to your colleagues

## **Course Outline**

- Where do you fit into your team?
- The purpose of your job
- What contribution do you make?
- Where you and your team fit into the big picture of your organisation
- How teams work - Belbin Model
- Team formation – Forming, Storming, Norming and Performing (Reforming and Mourning)
- Effective communication – Transmitter Receiver Model
- Developing your strengths
- Personal areas for development
- What motivates you and your colleagues?
- Getting the most out of work on a personal basis
- Job satisfaction and recognition
- Dealing with conflict and difficult situations
- Contributing to meetings
- Working Styles questionnaire
- Course review and action plans