

Workforce Intelligence and Development  
**TALENT SYNERGY**

A Strategic Partner of  
Profiles International



# **Building Blocks To Team Productivity**

# What is Teamwork?



A general dictionary defines teamwork as a “Cooperative or coordinated effort on the part of a group” of persons acting together as a team or in the interests of a common cause, unison for a higher cause, people working together for a selfless purpose, and so on.”

**The challenge, this type of behavior is counter intuitive**

**People working together, does not make them a team**

# Who can benefit from Effective Teamwork?



**Employees**  
**Contracted workers**  
**Task Force**  
**Networking groups**  
**Boards & Committees**  
**Volunteers**  
**Quality Circles**

# The Building Blocks to Team Productivity



**Selection**

**Expectations**

**Education**

**Communication**

# The Building Blocks to Team Productivity



## Selection

**Make the right choice for the role**

**Identify exactly what is needed**

**Do not to settle for less!**

**Understand strengths and weaknesses**

**Diversify for balance and creative substance**

**Consider motivation as well as skill (WIIF)**

# The Building Blocks to Team Productivity



## Expectations Must be clearly defined

Written is best  
Important tasks must have timelines

Team's Mission Statement

Confirm understanding and get by-in

# The Building Blocks to Team Productivity



## Education

**Learn, develop and grow together**

Can improve engagement & morale

There is training available for every level

If cost is a concern, be creative

# The Building Blocks to Team Productivity



## Communication

Regular & Consistent exchanges of ideas,  
thoughts and information

Informative

Motivational

Confirmation

Recognition / Acknowledgement

Correction / Clarification

Instruction

Encouragement

Debriefs

**The Blocks Must Be Put in  
Place....**



**A strong, dedicated  
and focused  
Leader**

# QUESTIONS?



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imagine great people