

Maintaining High Performing Teams

Lesson Objective: Demonstrate the skills for developing and maintaining effective teams while learning to avoid the pitfalls that can prevent a team from achieving high-performance.

Desired Learning Outcomes (DLO):

1. List elements of team dynamics.
2. Explain recommended methods to build an effective team.
3. Discuss ways to sustain and improve an existing team.

Scheduled Lesson Time: 50 minutes

Introduction

This lesson is designed to hone a leader's skills for developing and maintaining effective teams while learning to avoid the pitfalls that can prevent a team from achieving high-performance. As CAP is inherently a team-driven organization, this lesson briefly reviews three areas of building effective team dynamics, how to build a team, and how to sustain and improve an existing team. Participants are introduced to the behaviors which can build or bust a team. The lesson ends with a self-assessment designed to support future learning and growth.

1. We have all been on some type of a team. Think about both the good and the bad experiences you have seen and experienced. Can you point to something that specifically led to the success and/or failure of the team?

For the next five (5) minutes, identify and discuss the driving forces behind your good or bad team experiences. What were they and how did they ultimately impact the situation?

Take this opportunity to share team experiences within your small group. Be prepared to share your experiences with the large group.

2. Examples from history show the most successful teams are ones who worked and excelled during times of challenge appeared to have the best team dynamics.
3. Team dynamics are those invisible forces that operate between various members of a team. Team dynamics have a positive correlation on how a team behaves or performs. As a leader, you are in a position to monitor and effect the team dynamics within your organization. By catching and changing negative behaviors early, you can set your team up for future success.

Six Ways to Look at Your Team's Dynamic worksheet

The goal is to build effective teams and just like anything else, we must recognize where we currently stand before we can chart a path forward.

Team-Building Behaviors worksheet

Consider how you would apply some of the actions on this list in our own organizations. We have discussed team dynamics and building an effective team. What if we already have a solid team? How do we ensure our team remains effective?

To build your team and keep your team effective, you must avoid the things we term "team busting behaviors." Team busting is just that – behaviors that can break up a team.

Level 4 Maintaining High Performing Teams

Student Guide

4. ***Break Your Team*** worksheet

Review your handout as a group and create a plan to break an effective team.

Plans will be shared to the entire class.

5. Now that you know how to break a team, how do leaders keep the team effective?

How do you recognize and prevent team busting behaviors?

6. We have talked about six essential skills you can use to review your team dynamic on the way to building an effective team. Clear communication is one of those essential elements.

We also discussed certain behaviors that will help to sustain and improve teams, as well as behaviors that will “bust” a team.

How will you use this information?

7. The final lesson activity is a self-assessment of effective communication behaviors. This activity feeds the final lesson in the course – The Road Ahead – and will be used to support the development of the participants’ personal development plan.

Building Teams Self-Assessment worksheet

This worksheet is designed to help you plan for your future. The instructions are self-explanatory. Take a moment to read them, then fill out the sheet.

Lesson Summary and Closure

You have summarized your own good and bad team experiences to better understand what builds an effective team and leads to team dynamics. Furthermore, you identified what behaviors “bust” teams and you learned how to avoid them. The lesson ended with students conducting a self-assessment to assist with developing a plan to create a more effective team.