

Assessing Your Team: Are You Set up for Success?

Part 1

Instructions: Select a team you are currently on and write its name below. Each of the following questions represents a key indicator of a particular Attribute of a StarTeam. Answer the questions by marking the number on the scale that matches how much you think each indicator is present on this team.

Team Name

Attribute	Indicators	Scale				
		No	Somewhat			Yes
<p>Shared and Meaningful Purpose</p> <p>The team's task or reason for existing that is shared by all team members and, in some way, motivates and inspires each.</p>	A. Do all team members have the same understanding of why the team exists?	1	2	3	4	5
	B. Is the team's purpose aligned with the strategic objectives of the organization?	1	2	3	4	5
	C. In general, do team member behaviors reflect a strong commitment to the team's purpose?	1	2	3	4	5
<p>Specific and Challenging Goals</p> <p>The measurable results that the team agrees to produce that will satisfy an important organizational need and demand extraordinary performance by team members.</p>	D. Are the team's collective goals specific enough to measure performance?	1	2	3	4	5
	E. Do the team's goals reflect the needs/expectations of customers and key stakeholders?	1	2	3	4	5
	F. Do team members feel stimulated by the challenge of achieving the goals?	1	2	3	4	5

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Attribute	Indicators	Scale				
		No 1	2	Somewhat 3	4	Yes 5
<p>Clear Roles</p> <p>A shared understanding by team members of how the responsibilities for specific team functions and tasks will be distributed</p>	<p>G. Do team members understand what tasks have to be done and who is going to do them?</p> <p>H. Do team members know how and by whom decisions will be made?</p> <p>I. Do team members support each other in completing their respective tasks?</p> <p>J. Does the team effectively clarify confusion and resolve conflict over roles and responsibilities?</p>	1	2	3	4	5
<p>Common and Collaborative Approach</p> <p>Commonly understood plans and methods for accomplishing tasks in ways that facilitate participation, cooperation, and mutual support.</p>	<p>K. Do all team members participate in the design of the workplan and have an opportunity to give input on key decisions?</p> <p>L. Do team members use common processes and tools when working together?</p> <p>M. When working apart from each other, do team members coordinate their activities?</p> <p>N. Are key stakeholders appropriately involved throughout implementation?</p>	1	2	3	4	5
		1	2	3	4	5
		1	2	3	4	5
		1	2	3	4	5

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Attribute	Indicators	Scale				
<p>Complementary Skills</p> <p>The right combination of knowledge, ability, and experience required to perform effectively.</p>	<p>O. Do the skills and experience needed to do the job exist on the team?</p>	1	2	3	4	5
	<p>P. Does the team employ the variety of skills and perspectives of all its team members?</p>	1	2	3	4	5
	<p>Q. Does the team draw on outside resources when its own capabilities are insufficient to complete the task?</p>	1	2	3	4	5

The Scores: *Because teams are constantly changing, the results of this survey may vary depending on numerous factors. Please use this as a way of taking the temperature of your team and beginning a conversation and/or reflection to better understand how a team can more readily reach its full potential.*

The Opportunity: *The strategy of empowering employees is a hallmark of corporate redesign and renewal. Yet, the promise of increased productivity and innovation through teamwork is often not realized.*

Research on team performance uncovers a not so surprising piece of data – one distinguishing factor between high-performing teams and those that fail (or produce mediocre results) is the degree to which they are set up for success and promoted within the organization. Under the pressure of day-to-day demands, managers lose sight of their responsibilities as sponsoring authorities. Herein lies the opportunity for anyone who launches a team.

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Score	Description
Under 34	<p>This relatively low score begs the question, “are you a team or a group”? A team is group of people who work in concert to achieve a shared goal. Without that, which this score demonstrates, you will have a very difficult time reaching the goal you are trying to achieve. There are five attributes that when present on a team, help ensure the team’s success. Each of the attributes specifically supports the team in developing clarity and/or encouraging the use of the disciplined team processes. They are:</p> <ul style="list-style-type: none"> • Shared and Meaningful purpose • Specific and Challenging goals • Clear Roles • Common and Collaborative approach • Complementary Skills
Score	Description
Between 35-68	<p>You are on the right path and will eventually get there, but there are probably several things you could do to decrease the amount of time it takes to get there and be even more successful when you do. Take a look at the top four internal and external barriers to achieving team success. What can you do today to either eliminate or decrease the impact of these on your team?</p> <p>Greatest Internal Team barriers to Team Success:</p> <ol style="list-style-type: none"> 1) Team members don’t influence and get support from key external stakeholders 2) Team members don’t set appropriate goals for the team and then build and implement a plan for reaching them 3) Team members don’t spend enough time planning how they will work together 4) Team members don’t know how to reconcile differences or resolve interpersonal conflict <p>Greatest External Barriers to Team Success:</p> <ol style="list-style-type: none"> 1) Team Members are often required to work on their “team” assignments, in addition to a full work load 2) Management does not model the principles and behaviors that support teams in being successful 3) Compensation systems do not adequately reward teamwork and individual team members 4) Team leaders and/or managers do no release appropriate control to team members
Score	Description
Over 69	<p>Congratulations to you and your team! Keep up the good work and consider what you can do to transfer your skill for setting teams up for success to others in your organization?</p>

