

Effective Teamwork

Half Day Team Building Workshop

Who will benefit

This workshop is a highly interactive and inspirational training session suitable for all levels of staff. Through understanding teamwork and learning skills to facilitate effective collaboration, an improvement in business performance, staff satisfaction and team bonding will be achieved.

Objectives

The aim of the workshop is to achieve effective teamwork. During the session participants learn about the roles and interaction of team members. Through discussion and activities, individuals learn how they can best support their team as well as be supported themselves. The workshop is a perfect vehicle for encouraging teamwork, achieving excellent communications as well as enhancing motivation and positive behaviour.

Course Outline

Understanding Teamwork

- What makes great teamwork?
- Defining teamwork
- Review the benefits of effective teamwork

Teamwork Activities

- Questionnaire to assess individual strengths within the team
- Activity to promote teamwork communications
- Review questionnaire results to identify strengths and weaknesses; appreciate differences

Communication Skills

- Using appropriate questioning styles
- Active listening techniques
- Understanding assertiveness

Building Trust and Appreciating Team Members

- Defining individual roles and responsibilities
- Highlight areas of common interest
- Appreciate areas for improvement
- Understand what works well

Action Plans

- Discuss individual and group action plans to ensure effective teamwork is maintained.