A close up of a logo

Description automatically generated

**Deep Dive - Team Collaboration**

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| --- | --- | --- | --- | --- | --- | --- |
| **CONFIDENCE and motivation to contribute** | | | | **CONNECTEDNESS internally and externally** | | |
| **Autonomy**  The team has control of work processes | **Competence**  The team has the mastery to succeed | **Sense of progre**ss  Ever team member understands the project purpose and milestones | **Belonging**  The team feels proud and part of something bigger | | **Trust**  Team members trust each other and the organisation | **Engagement**  Team members connect to others internally and externally |
| **Roles**  How can we ensure that team members understand their roles and the roles of others? | **Skills**  How can we ensure that we have the right technical and interpersonal skills to complete the project/work? | **Goals**  How can we ensure that team members fully understand the goals and purpose of collaborative work? | **Inclusion**  How can we ensure that every voice is equally heard and that opportunities are fairly distributed? | | **Helpfulness**  How can we prioritise giving and asking for support when needed? | **Responsiveness**  How can we ensure that team members respond appropriately to each other and other teams, online and in-person? |
| **Freedom**  How can we pursue our goal using our own processes and resources, within the organisational strategy? | Sharing  How can we encourage sharing knowledge and skills with each other and other teams? | **Motivation**  How can we maintain motivation and inspiration within the team? | **Respect**  How can we ensure team behaviours are respectful, transparent and affable? | | **Psychological safety**  How can we make team members feel safe when asking questions, challenging others and contributing ideas? | **Collaboration tools**  How can we ensure that team members use collaboration tools positively and effectively? |
| **Interdependencies**  How can we work well with other teams and sections of the organisation? | **Learning disposition**  How can we learn from other team members, teams and organisations? | **Feedback**  How can we ensure that team members get constructive, feedback to boost individual performance? | **Diversity**  How can we make the most of different perspectives, lived experiences and ways of thinking | | **Systems**  How can we be sure that the organisation’s systems and processes support our team and team members? | **Openness**  How can we maintain healthy curiosity, particularly when working remotely? |
| **Recognition**  How can we celebrate individual and team contributions? | Judgement  How can we ensure that we make good and speedy decisions using sound processes? | **Accountability**  How can we ensure that we meet milestones and are accountable for our work? | **Divergence**  How can we manage disagreement respectfully and avoid both “groupthink” and hostility? | | **Ethics**  How can we ensure that both the team and the organisation upholds the highest ethical standards? | **External networks**  How can we build positive external networks to get ideas and insights? |



1. Define the team you are referring to.
2. Read each question and tick those that you think are important for building a thriving team.
3. Now select and circle those that are the most important for your team right now.