

**Deep Dive - Team Collaboration**

|  |  |
| --- | --- |
| **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**ssEver 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?  | SharingHow 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? | JudgementHow 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.