FindingPotential

Team Type Preferences

How to be at Your Best in a Team

great{with}talent

Team Preferences

Purpose of the workbook

A key aspect to understanding your personal preferences, and how you can use them more effectively, is to understand how these preferences operate when working within a team environment. We have developed two tools to provide you with a fuller understanding of your preferences and help you be at your best when working in a team.

The first is the Team Type Profile at the end of the Personal Premium Report (NB Please read this first). The second, this workbook, provides a series of questions to help you explore your preferred way of operating in a team, the impact these preferences are currently having and identify actions to help you be at your best in a team.

An additional workbook, 'Working together more effectively', is available on the FindingPotential website to help teams explore how they can work together more effectively.

Personal Preferences

A. What are my 2 or 3 main preferred team types when operating in a team?

1

2

3

B. Which are my two least preferred types?

1

2

Context

Which teams am I a member of?

For most people, the modern workplace means being a member of more than one team and in some cases more than five or six teams. In order of priority (starting with the team most important to you delivering your goals), list up to 3 teams that you are a member of:

1

2

3

Focusing on the **most important** team, what are your key roles and responsibilities within the team?

How is the team currently operating?

Thinking about how the team is currently performing, what 3 things would help the team be more effective? (NB These can be making strengths even stronger)

     1

     2

     3

Impact

List 3 to 5 ways in which you are using your preferred team types to have a positive impact in your key team(s):

     1

     2

     3

     4

     5

Given your responses to how the team(s) is currently operating, how can you use your preferences to even greater effect? (Please see Example Ideas on the following page)

Ideas for **main** Team Type Preference

1

2

Ideas for **second main** Team Type Preference

1

2

Ideas for **third main** Team Type Preference

1

2

Example Ideas

Chair	**Networker**
Takes charge, brings order, purpose and structure to the group	*Gregarious and engaging, has many contacts in the organisation. Brings in external resources to the group*
Review and revise the team's agenda regularly, encouraging them to focus on the factors that are critical to success	Connect other team members to people around the organisation to help them achieve their goals
If topics keep coming back onto the agenda, challenge the team to resolve them or drop them (i.e. it is not really that important anyway)	Gather and share best practice from outside with the team
Driver	**Perfectionist**
Pushes for action and results. Promotes initiatives, independent and determined	*Focused on details and rules. Intolerant of the slapdash and casual, finds errors that others have missed*
Help the team define clear, agreed goals for its meetings	Support others in reviewing their final outputs to ensure accuracy
Take responsibility for following up on actions	Focus on keeping discipline and focus on the agreed agenda within meetings
Innovator	**Team Player**
Imaginative and insightful. Concerned with the essential issues, and the source of the team's original ideas	*Friendly and empathic. Promotes team harmony. Listens to and supports others*
Encourage the team to allocate time to genuine brainstorming (i.e. with no initial critiquing or discussion of the ideas)	Add a check-in process at the beginning of meetings to check what support individuals might need from the rest of the team
Introduce some new techniques/methods to get the team thinking differently, and facilitate these aspects of the meeting	Encourage the team to express how they feel about discussions and decisions, to create greater openness in the team
Critic	**Implementer**
Analytical and challenging, picks up flaws in arguments and stops team from pursuing unrealistic objectives	Disciplined, organised and reliable. Works hard to ensure that the objectives of the team are realised
1) Position yourself as having the role of 'devil's advocate' when exploring issues and proposed solution	Ensure project plans are in place for shared team goals
2) Encourage the team to review what is working well as well as what isn't working	Encourage team to agree actions to move issues forward at the end of all conversations

Taking Action

Now pick the **ONE** action from each of your three main team type preference to help you be at your best in a team. To help hold yourself accountable, make sure you have a SMART goal for **each** action.

S   Specific

M   Measureable

A   Achievable, with reasonable effort

R   Results focused, not activity oriented

T   Time bound, when will I do it by?

Action One:

_____

Key Benefit:

_____

Action Two:

_____

Key Benefit:

_____

Action Three:

_____

Key Benefit:

_____