



TEAM EFFECTIVENESS AND EFFICIENCY

Objective

Faced with a challenging task, teams evaluate their effectiveness based on their organization's mission, vision, values, and goals. However, some common problems include lack of enthusiasm and procrastination because of high ambiguity at the workplace which results in an 'ad hoc' culture.

In this training, we start with the individual member. Everyone starts will understand their job in a team. This is followed by a team session in which we discuss how roles, workflow, planning, communication and collaboration can be optimized. The eventual improvement of the team's working style results in increased effectiveness and efficiency.

By the end of the training, participants will be able to:

- Gain collective agreement on proactivity, organization, planning, communication and collaboration
- Address individual needs
- Better understanding of individual roles and expectations
- Optimize team processes and planning
- Practice open communication in giving and receiving feedback
- Create an effective, efficient culture and fun-work environment

Summary of content

The training consists of a number of workshops, including team and individual coaching sessions. The workshops seek to create a common mind set in the areas of proactivity, work organization, planning, communication and collaboration (what we call Proficiency). Individual coaching sessions will address the personal learning needs while team sessions will focus on forming an effective and efficient team. The topics covered are: Managing yourself, managing your environment, and managing the team to achieve together results!

Structure

The structure of the program will be closely tied to the organization's goals. Prior to the program, a digital and/or personal session with all participants will be held. The manager is expected to participate actively in this process.

Recommended participants

Suitable for teams and staff teams who are struggling with time, pressure, production, effectiveness and efficiency, and managers who want to give their teams again the ease and fun!