

TEAMING

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ARE YOU PROUD TO BE NIGERIAN



Happy
Democracy Day

Good People, Great Nation.

WHAT IS A TEAM?

- ▶ A number of persons associated together in a **work** (ENGLISH Dictionary)
- ▶ People coming together to **achieve** a common goal (google)
- ▶ A group of people with full set of complementary **skills** required to **complete** a task, job or project (Business dictionary)

IS A GROUP AND TEAM THE SAME ?

GROUP

- ▶ Have a common interest
- ▶ No accountability
- ▶ Individual achievement, reward and celebration
- ▶ Independent
- ▶ Silos (little or no commitment)

TEAM (MEMBERS)

- ▶ Collective performance
- ▶ Individual and mutual accountability
- ▶ Common goal and shared reward
- ▶ Interdependent
- ▶ Mutual commitment creating synergy

TEAM TYPES

(based on purpose/goals, location and organizational structure)

- ▶ PROJECT TEAM
- ▶ VIRTUAL TEAM
- ▶ SELF MANAGED TEAM
- ▶ OPERATIONAL TEAM
- ▶ PROBLEM SOLVING

PROJECT TEAM

- ▶ GOAL TO MEET
- ▶ SKILLED RESOURCES (may belong to other groups/functions)
- ▶ SPECIFIC
- ▶ MEASURABLE
- ▶ DEADLINE
- ▶ ALLOWS FOR INFORMAL MENTORING/COACHING
- ▶ FUNCTIONAL (what e.g department)
- ▶ NON FUNCTIONAL (how e.g service)

VIRTUAL TEAM

- ▶ SET GOAL
- ▶ DIFERENT LOCATION
- ▶ RELIES ON COLLABORATION
- ▶ WIDER COVERAGE
- ▶ DETERMINE BY – TIME
 - SPACE
 - CULTURE

SELF MANAGED TEAM

- ▶ DIFFERENT LEVEL OF RESPONSIBILITIES
- ▶ SMALL GROUP
- ▶ SELF ORGANISED
- ▶ REDUCED OR NO SUPERVISION
- ▶ COMMON IN RESEARCH

OPERATIONAL TEAM

- ▶ Always has organizational leadership
- ▶ Structure and vision
- ▶ Encourages back end processing
- ▶ Works on processes
- ▶ Basic capabilities must developed
- ▶ Focus is on customer's needs/improving the workspace/keeping the workforce motivated to deliver

PROBLEM SOLVING/CRISES MGT TEAM (missing link between learning and doing)

- ▶ Issues or challenges
- ▶ Groups/ individuals
- ▶ Together
- ▶ Work
- ▶ Project
- ▶ resolve



CHARACTERISTIC OF A TEAM

- ▶ Purposeful
- ▶ Focused
- ▶ Togetherness
- ▶ Bunch of talents
- ▶ Reward is for all
- ▶ Every one is celebrated
- ▶ Learning center
- ▶ Value adding
- ▶ Guidance

DEVELOPING A TEAM

- ▶ Plan
- ▶ Establish the purpose
- ▶ Set goals (specific, measurable, Achievable, relevant and timely) SMART.
- ▶ Set deadlines
- ▶ Provide resources
- ▶ Assign responsibility
- ▶ Measure/accountability
- ▶ Delegate

WHAT IS DELEGATION.

- ▶ It is accomplishing organisational purposes through the proper deployment of people.
- ▶ It is giving someone else the latitude to make decisions about reaching agreed upon results.
- ▶ You must give someone the responsibility and authority to do something that is normally part of your job.
- ▶ It means letting go.

EFFECTIVE DELEGATION

- ▶ Clarity in communication
- ▶ Set goals
- ▶ Reward improvement
- ▶ Deal with failure
- ▶ Deal with personal issues
- ▶ Manage crisis
- ▶ Timing
- ▶ Feedback
- ▶ Follow through
- ▶ Evaluate

Mentoring/Coaching

MENTORING

- ▶ Long term process.
- ▶ Mutual trust/respect.
- ▶ Informal association.
- ▶ Not necessarily structured.
- ▶ Experience and skills.

COACHING

- ▶ Short term process.
- ▶ Based on knowledge.
- ▶ Formal approach.
- ▶ Structured.
- ▶ Specific skills.

FACTORS AFFECTING PERFORMANCE.

- ▶ Information: expectation/feedback.
- ▶ Resources: staffing/equipment.
- ▶ Motivation: no willingness to perform.
- ▶ Knowledge and skill.
- ▶ Incentives.
- ▶ Capacity.

COMMON CONVERSATIONS WE SHOULD HAVE WITH OURSELVES.

- ▶ What do you want to achieve:- Goal.
- ▶ Reality check.
- ▶ Options available.
- ▶ Action plan:- what, who, when.

BENEFIT OF TEAMING.

- ▶ Companionship.
- ▶ Learning process.
- ▶ Bonding.
- ▶ Growth.
- ▶ Achievement.
- ▶ Elevation.

CONCLUSION

- ▶ Be an exceptional apprentice.
- ▶ Be a team player.
- ▶ You are in a team to bond.
- ▶ Work on your attitude.

THANK YOU

