



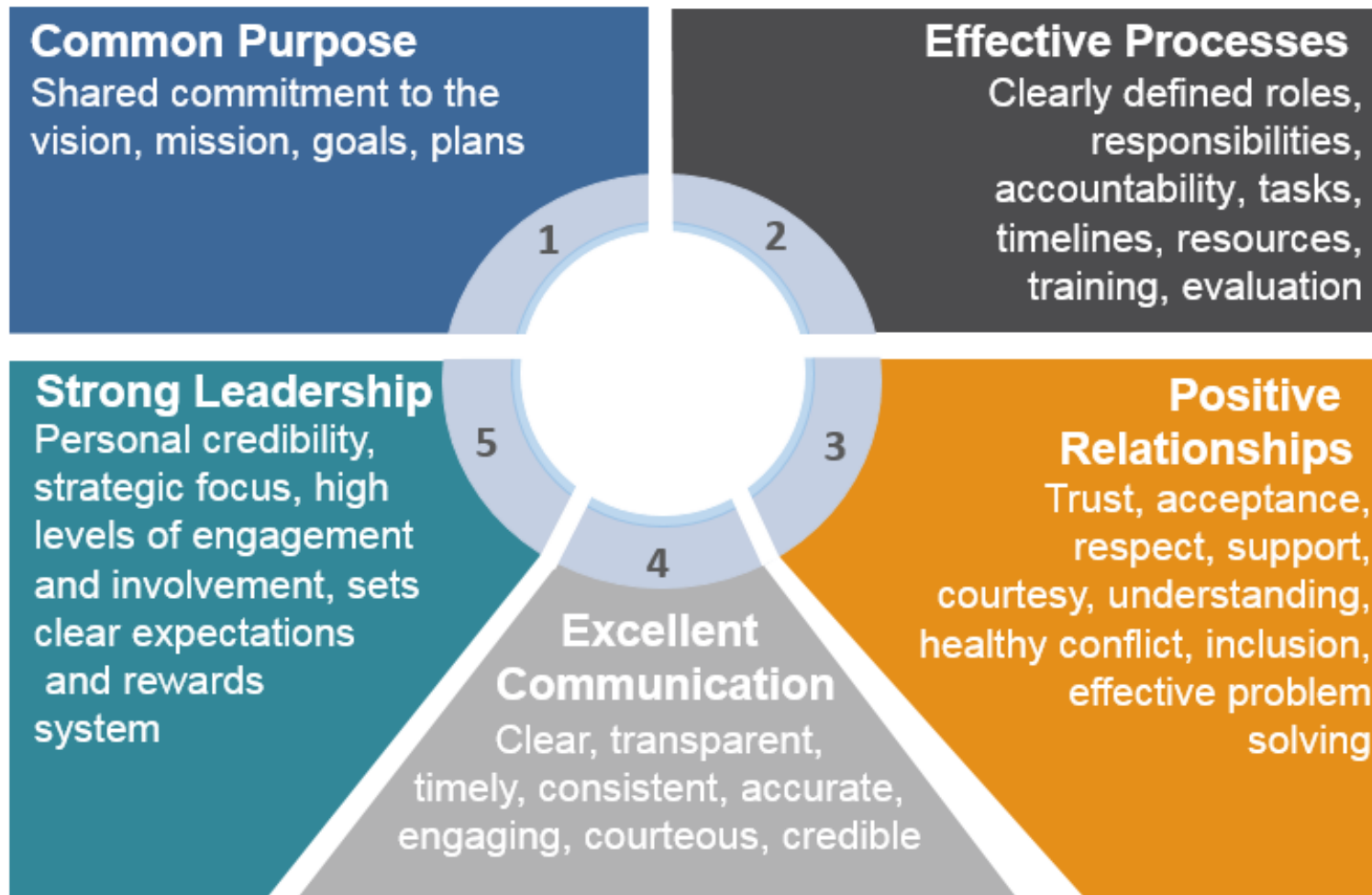
FMP
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How Great Teams Can Work Together.

The Advocacy Conference
February 7, 2018



High Performing Team Model



Team Assessment Questionnaire

Use this questionnaire to assess the effectiveness of your team across the five dimensions of the HPT Model. You can also use your understanding of the HPT Model to draft your own assessment items that will fit even better with your team.

Purpose

1. I have a clear understanding of our purpose.
2. I personally understand how my role advances the teams goals and our organization's mission.

Process

3. Our goals are translated into clear plans with defined timelines.
4. Decisions are made with undue delay.
5. I'm recognized for helping the team achieve greater efficiency.

Communication

6. I regularly receive relevant information from across my team.
7. I feel comfortable making honest contributions in our team meetings.

Positive Relationships

8. I feel respected by my colleagues.
9. My team engages in conflict constructively.
10. I think of my team members as friends.

Strong Leadership

11. My leader(s) have a set of clear expectations for my performance and behavior.
12. My leader(s) provide regular feedback and acknowledgement for my work.

Tips for Analyzing the Results

- ✓ Ask each team member to take the questionnaire privately and in advance of an upcoming team meeting
- ✓ Aggregate the results to show not only the average of the scores, but the highest and the lowest scores
- ✓ Look for items where there is obvious disagreement in the results and build focus group questions to understand the source of the disagreement
- ✓ Look for items where the team agrees on a low score and build focus group questions around solutions to improve in this area
- ✓ Look for items where the team agrees on a high score and celebrate this as a strength of the team

3 Things You Can Do to Foster a High Performing Team

There are 3 things that you can focus on right now to help foster a high performing team.

1

Set a Clear Vision

Vision is the result of thinking ahead and creating a clear picture of where you are heading, be it in your project, in your career, or in your personal efforts



Leaders at all levels are responsible for crafting visions: It is not just up to management or senior leadership to create visions. Team leaders should develop visions that are specific to their team and resonates with each member.



Connect personal vision to team and strategic vision: Inspired leaders and inspired teams see their own drivers and goals realized in the team vision.



Achieve clarity by creating focus: Vision statements must be clearly crafted in order to be effective and communicable. Achieve this clarity by maintaining a narrow focus on what you hope to achieve with your vision statement.

2

Create Alignment

Alignment is the process through which a leader cultivates buy-in to the team vision from all its members.



Leaders foster communication in all directions: One challenge organizations face is maintaining clear communication in all directions. This requires delivering feedback to leaders, sharing information across departments as well as providing direction down the chain.



Leaders can link all team activities to the team vision: A team will only be aligned to the vision when they see how their work is directly in service of that vision. A leader will be able to help teams connect their daily activities to the success of the vision.



Leaders offer truly motivating incentives to team members: Inspiration and motivation go hand in hand. An aligned team will see how a team vision supports their personal vision, and how it furthers their own personal goals.



Leaders work with team members to develop their alignment competencies: Ensuring alignment requires attention and upkeep to maintain. Leaders work with their teams to develop communication skills, deliver feedback, and work together to achieve the vision.

3

Execute

Execution is the process of making the vision a reality and not just an aspirational end point.



Leaders at all levels work to instill vision into each project:

Successfully executing vision is an achievement, and each step that takes the team closer to that vision is its own success. By tying project tasks back to the vision, leaders help teams see how even simple day-to-days count as victories.



Leaders champion the momentum of the project to ensure delivery:

Ensure the development of concrete strategies that demonstrates to the team how the vision will be achieve and then following through on those strategies to the final delivery.



Leaders track all project aspects including resources, team dynamics, and changing circumstances or priorities:

By supporting the details of both practical and emotional requirements, the leader communicates that they are going to see this through to the end.



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About FMP

With more than 25 years of experience, FMP Consulting is a woman-owned strategic management firm whose mission is to help organizations achieve greater impact by enhancing employee performance and engagement. We offer a complete set of human capital and learning solution capabilities, enriched by years of experience providing these services across multiple sectors.

FMP has a dedicated Learning and Development (L&D) Center of Excellence comprised of highly skilled staff who combine the ADDIE Methodology with the AGILE principles to approach and manage projects. From instructor-led training to eLearning systems, our dedicated professionals provide topnotch service by leveraging deep expertise in the following areas:

- Adult Learning Principles
- Instructional Methods
- Program Management
- State-of-the-art Technologies
- Industry Best Practices
- Evaluation

In fact, as the only affiliate of the Kirkpatrick Partners in North America, evaluation is ingrained in everything FMP does. Having 11 bronze level practitioners, FMP leverages our evaluation expertise to monitor and evaluate the outcomes of initiatives developed for all different types of organizations and clients.

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