

You, As a Manager, are Responsible for Setting a Tone That Inspires Success

Question:

Over the past few years, I have hired a great group of employees for my business. Can you give me any advice on improving the teamwork concept amongst my employees?

Answer:

There's clear evidence that well-structured, well-managed teams can achieve significantly higher performance levels than individuals. Here are a few teambuilding essentials:

- Structure the team carefully. An effective team needs people with different skills and personalities.
- Focus on positive team interaction. Team members need to be able to encourage one another in a positive, nurturing environment, and you, as the employer, are responsible



for setting that tone within the group.

- Set goals, assign responsibilities. No project can be successful unless you define goals and assign responsibilities.
- Ensure clear communication. Without communication, misunderstandings that threaten your team will surely emerge. Celebrate successes. Be sure to recognize both individual and team efforts consistently.

Answer:

It sounds as though your employer needs to be more involved in the teamwork process. As an employer, it's his or her responsibility to share the vision, set goals, hold team members accountable, and diffuse obstacles.

- That requires effective communication —the art of speaking and listening skill fully (and encouraging others to do the same).
- Without good communication between all players on the team, problems such as the one you have described can arise.
- Ask your employer to set up and attend regular in-person group meetings with your team, this should create an opportunity for everyone to give and get regular feedback.
- This will also show your employer who is contributing what to the team.



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Question:

I am part of a team at work and I am encountering some difficulties with one of the team members. This member tries to take all the credit for our project successes. Do you have any suggestions on how to change this situation?