

## Developing and Motivating Effective Teams

### Course Description:

A lot has been written about empowerment, self-managing teams, groups, matrix management etc. It is important to clearly understand what constitutes a team, how they can be used for best results and the importance of leadership and follow-up in ensuring their success. The behaviours of the team members and the team leader, as with all things, will influence the effectiveness of the whole team.

This course identifies the different roles and responsibilities of team members and the factors that contribute to team effectiveness, and teaches participants the skills required to work effectively in a team environment. Through an examination of the different stages in team development, attendees will learn how to manage teams for positive results, and understand the impact that effective teams can have on the bottom line of the organization.

### Learning Objectives:

Upon completion of this workshop, participants will:

- Understand the many factors that contribute to team effectiveness;
  - Characteristics of teams
  - Team growth
  - Team leadership
- Understand the importance of the stages of team growth and manage accordingly;
- Explore the positive benefits that effective teams have on the bottom line of their organization;
- Identify the skills required to work effectively in a team environment, and
- Understand and apply the principles of 'Facilitative Leadership'.

### Who Will Benefit:

All persons who perform managerial or leadership roles would benefit from this workshop. However, the workshop is specifically designed for experienced leaders and managers charged with and challenged by the responsibility of keeping their team or organization working effectively.

### Content:

The course emphasizes participant involvement using a combination of lecture, discussion, casework and exercises to support and reinforce personal learning.

Topics covered include:

- What makes a team?
- Why teams?
- When and why to build a team

#### Cancellation Policy

An administration fee will be charged for cancellations less than 14 days prior to the course date. Substitutions will be permitted at any time. Course transfers may be made without penalty. The BRC reserves the right to cancel any seminar and will, in such event, fully refund all registration fees. No liability is assumed by the organizers for changes in seminar dates, content, speakers or venue.

- Stages of team growth
- 7 characteristics of high performing teams
- Managing stages of team development
- Understanding high-performance teams
- Guidelines for effective teams
- Roles and responsibilities in teams
- Team leadership
- Motivating your team for positive results
- Facilitative Leadership and the team leader

### **Complimentary Courses:**

This course is part of The BRC's "Level II" series of management development courses, and provides a solid foundation for experienced managers wishing to enhance their leadership skills within the organization. Additional extension courses within Level II include:

- Effective Leadership Skills
- Managing Workplace Conflict
- Successfully Managing Change

### **Location**

On-Site

### **Duration**

1 Day - full course outline

1/2 Day - higher level overview, reduced exercises

#### **Cancellation Policy**

An administration fee will be charged for cancellations less than 14 days prior to the course date. Substitutions will be permitted at any time. Course transfers may be made without penalty. The BRC reserves the right to cancel any seminar and will, in such event, fully refund all registration fees. No liability is assumed by the organizers for changes in seminar dates, content, speakers or venue.