



# Team Dynamics

## Team Development Guide

Contact us: 800.926.7370

**A Real Team is Needed**

No Started Yes

1. Is the need for a performance output high enough to warrant a real team effort?

**Small Number of People**

2. Are we 2 - 20 members?

**Alignment Up**

3. Do the team and I know the purpose and mission of our department?

**Resources**

4. Does each member have the materials and equipment needed to do their job?

**Purpose**

5. Do we have a shared purpose that answers "Why we do what we do"?

**Trust**

6. Do we trust one another enough to be vulnerable, admit mistakes, and bring up sensitive issues without fear of reprisal?

**Feeling Valued**

7. Do we regularly recognize the contributions of our team members?

**Healthy Conflict**

8. Can we engage in healthy debate, and do we have a process for conflict resolution?

**Shared Performance Goals**

9. Do we have a commitment to a set of shared performance goals?

**Role Clarity**

10. Does each member of the team know what is expected of them and the role they play?

**Effective Meeting Management**

11. Do we have a process for preparing for, running, and following up on our meetings?

**Shared Accountability**

12. Do we hold each other accountable for our individual and shared commitments?

**Customer Focused**

13. Do we know who are customers are, their needs, and how they like to be treated?

**Continuous Improvement**

14. Do we have opportunities to learn and grow and review lessons learned?

**Stakeholders**

15. Have we engaged other stakeholders?

# 1. Is the need for a performance output high enough to warrant a real team effort?

## Resources

- **The Wisdom of Team** by Jon R. Katzenbach and Douglas K. Smith
- **Forming Storming Norming Performing: Successful Communication in Group** by Donald Eglolf

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## 2. Are we 2-20 members?

### Resources

- **The Wisdom of Team by Jon R. Katzenbach and Douglas K. Smith**
- **Forming Storming Norming Performing: Successful Communication in Group by Donald Egolf**

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### 3. Do the team and I know the purpose and mission of our department?

#### Resources

- The Wisdom of Team by Jon R. Katzenbach and Douglas K. Smith
  - The Future of Management by Gary Hamel
  - The Transformational Story of Purposeful Leader, by Dean Newlund.
- <https://www.mfileadership.com/tools-for-success/tools-for-the-hr-manager/>

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## 4. Does each member have the materials and equipment need to do their job?

Resources

- The Gallup Q12 Survey Report. <https://q12.gallup.com>

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## 5. Do we have a shared purpose that answers “Why we do what we do?”

### Resources

- The Wisdom of Team by Jon R. Katzenbach and Douglas K. Smith
- Start with Why, by Simon Sinek
- How Great Leaders Inspire Action, TED Talk by Simon Sinek  
[http://www.ted.com/talks/simon\\_sinek\\_how\\_great\\_leaders\\_inspire\\_action](http://www.ted.com/talks/simon_sinek_how_great_leaders_inspire_action)
- Drive, by Daniel Pink
- The Transformational Story of Purposeful Leader, by Dean Newlund.  
<https://www.mfileadership.com/tools-for-success/tools-for-the-hr-manager/>

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## 6. Do we trust one another enough to be vulnerable, admit mistakes and bring up issues without fear of reprisal?

### Resources

- The Five Dysfunctions of a Team by Patrick Lencioni
- Emotional Intelligence by Daniel Goleman

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## 7. Do we regularly recognize the contributions of our team members?

### Resources

- The Five Dysfunctions of a Team by Patrick Lencioni
- Emotional Intelligence by Daniel Goleman
- The Gallup Q12 Survey Report. <https://q12.gallup.com>

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## 8. Can we engage in healthy debate and do we have a process for conflict resolution?

### Resources

- The Five Dysfunctions of a Team by Patrick Lencioni
- Death by Meeting by Patrick Lencioni
- The Thomas-Kilman Model <http://www.kilmanndiagnostics.com/overview-thomas-kilmann-conflict-mode-instrument-tki>
- Ineffective Conflict Resolution Put a Break on Growth by Dean Newlund [https://www.mfileadership.com/conflict\\_resolution/](https://www.mfileadership.com/conflict_resolution/)
- How Can I Be Better at Conflict by Dean Newlund <https://www.mfileadership.com/entitlement-makes-us-conflict-cowards/>

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## 9. Do we have a commitment to a set of shared performance goals?

### Resources

- The Five Dysfunctions of a Team by Patrick Lencioni
- The Wisdom of Team by Jon R. Katzenbach and Douglas K. Smith
- The Gallup Q12 Survey Report. <https://q12.gallup.com>
- The Transformational Story of Purposeful Leader, by Dean Newlund. <http://mfileadership.com/tools-for-success-for-the-hr-manager/>

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## 10. Does each member of the team know what is expected of them and the role they play?

### Resources

- The Gallup Q12 Survey Report. <https://q12.gallup.com>
- The Transformational Story of Purposeful Leader, by Dean Newlund. <http://mfileadership.com/tools-for-success-for-the-hr-manager/>

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# 11. Do we have a process for preparing for, running and follow up on our meetings.

## Resources

- Death by Meeting by Patrick Lencioni
- The Cost of Unproductive Meetings by Dean Newlund <https://www.mfileadership.com/poorly-run-meetings-drag-economy/>

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## 12. Do we hold each other accountable for our individual and shared commitments?

### Resources

- The Wisdom of Team, by Jon Katzenbach
- The Five Dysfunctions of a Team by Patrick Lencioni
- The Oz Principle: Getting Results Through Individual and Organizational Accountability by Roger Connors, Tom Smith and Craig Hickman

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### 13. Do we know who our customers are, their needs and how they like to be treated?

#### Resources

- The Wisdom of Team, by Jon Katzenbach
- The Five Dysfunctions of a Team by Patrick Lencioni
- The Oz Principle: Getting Results Through Individual and Organizational Accountability by Roger Connors, Tom Smith and Craig Hickman

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## 15. Have we engaged other stakeholders?

### Resources

- Stakeholder Engagement by Amy Baugh

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## ABOUT

With over two decades of observing, learning from and guiding a diverse set of medium to large companies in over 19 countries, the team at **Mission Facilitators** is fascinated by the positive effect purpose driven leadership and human transformation has on employee engagement, business results and sustainable value for customers and communities. This boutique team-based development firm of highly skilled facilitators, executive coaches, instructional designers and trainers, contribute their passion and creative perspectives to all client opportunities. Their work combines 21<sup>st</sup> century leadership development practices with age-old stages of human transformation, under a model they call, The Purposeful Transformation Process.

CEO, Dean Newlund and his team, has helped hundreds of purpose driven executives, leaders, teams and boards of directors undergo effective transformation and engagement, from the inside out. Sample clients include The Mayo Clinic, Goodwill of Central Arizona, Parker Aerospace, Marriott International and Davis, a Phoenix and Chicago based architecture firm.

### How can we help?

- ◆ Social Styles resources
- ◆ Leadership coaching
- ◆ Assessments and 360's
- ◆ Strategic planning
- ◆ Executive/ Board retreats
- ◆ Designing training programs
- ◆ Facilitating training and team events
- ◆ White papers and articles

### To get personal assistance:

Melissa Brown  
Operations Leader  
800.926.7370  
[Melissa.brown@mfileadership.com](mailto:Melissa.brown@mfileadership.com)  
[www.mfileadership.com](http://www.mfileadership.com)