Assess Your Team

Part 2

Critical skills that build high performing teams

	Employee Development		***Performance Management***
Essential Skills	***Are these behaviors being displayed?***	***If not, how can they be improved?***	***What is the impact of not improving?***
Time Management	• Effectively prioritizes tasks by urgency and importance. • Utilizes tools to manage time and stay organized. • Consistently meets deadlines without sacrificing quality.	• Implement new time management techniques like the Pomodoro Technique. • Use digital tools for tracking deadlines and tasks. • Regularly adjust priorities to respond to changing demands.	• Missed deadlines can disrupt project timelines. • Poor productivity can lead to stress and burnout. • Dependency on others from poor workload management can alter team dynamics.
Leadership	• Inspires and motivates team members effectively. • Delegates tasks wisely, ensuring optimal workload distribution. • Makes decisions confidently and stands by them.	• Mentorship from experienced leaders to enhance skills. • Participate in leadership training programs. • Seek regular feedback from the team to improve leadership methods.	• Lack of direction can lead to team confusion and inefficiency. • Poor decision-making can compromise project outcomes. • Ineffective leadership may lower team morale and productivity.



Leverage

- *Train others*
- *Challenge them with new opportunities*

Support

- *Set objectives*
- *Create a development plan*



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