



DEVELOP A TEAM STRATEGY

1

IDENTIFY ORGANISATION GOALS

The team strategy must reflect the business unit or department goals and the organisational goals.

2

DEVELOP A TEAM CHARTER

This is a road map that extends from mission and objective to team composition and day to day operations.

3

DEFINE ROLES AND RESPONSIBILITIES

This is critical to identifying boundaries in the team to optimise performance.

4

DETAILED OPERATIONAL PLAN

Defines team meetings, agenda's, attendees and expectations.

5

PERFORMANCE MEASURES

Also referred to KPI's. Can be used in any situation regardless if formal or not. Setting a measurable objective will lead to better performance.

6

ACTION PLANNING

Articulates the goal into execution. Consider the actions required to achieve the goal. Using the S.M.A.R.T principle is useful to develop the action plan.

To learn more about these 6 steps plus more information on developing your team strategy, download the guide.