



Module 8.5 Accomplishment Stage Team Leader Maintenance Tasks

STAGE 4 – ACCOMPLISHMENT

Members skillfully discuss their strengths and weaknesses using the knowledge to accomplish their goals

Team members understand their roles on the team

Team members are satisfied with the team's progress

Members are committed to the team's goals

Team as a unit can implement change

Members are effective at problem-solving and decision-making

Dialogue amongst team members is established

Challenge – managing task completion, evaluating results, striving for improvement.

What does it look like? Reaching this stage is largely dependent upon the successful transition through the previous stages. The team knows clearly what it is doing and why. Relationships are strong and while disagreements may occur they are settled quickly and positively. Roles become flexible and functional, and group energy is channeled into the task. There is maximum work accomplishment, interdependence, personal insight and constructive self-change.

Feelings - Members feel satisfaction in the team's progress. Members feel attached to the team as something "greater than the sum of its parts" and feel satisfaction in the team's effectiveness. Members feel confident in their individual abilities and those of their teammates.

Behaviors - Team members are able to prevent or solve problems in the team's process or in the team's progress. A "can do" attitude is visible as are offers to assist one another. Roles on the team may have become more fluid, with members taking on various roles and responsibilities as needed. Differences among members are appreciated and used to enhance the team's performance. Alignment is created where each person has an integral role in the team. People and the team as a whole are meeting and exceeding role and task expectations. Cohesion is created with the team feeling like a "team. Commitment is established to each other, the team, and accomplishing the team's goals. Loyalty and trust are firmly established.

Team Tasks - The team makes significant progress towards its goals. Commitment to the team's mission and the competence of team members is high. Team members continue

to deepen their knowledge and skills, including working to continuously improving team development. Accomplishments in team process and project progress are measured and celebrated.

Questions - How can we improve this?

Is there a better way?

What more can we do?

How can I help?

Maintenance Tasks

1. Reevaluate each team member's **Strengths and Weaknesses**, and **Expectations**. Are the Maintenance Tasks their weaknesses?
2. Because this is a hectic time, promote communication amongst the members to be more skilful by facilitating discussions for maintaining the team's comfort amongst the team members.
3. Implement the Team Leader's suggestions from the **Transition Meeting** Rotation 2.
4. Manage **Conflict** efficiently by insuring that no team member ignores the other team member's open communications about how certain procedures or behaviors are not supporting the efficiency of the team. Review the TKI and the MBTI Team Report with the team.
5. Revise the ground rules where needed. Promote change and decrease uncertainty.
6. Review your **Reporting Activities** to ensure that they are organized to facilitate communication to others outside the team. Communication amongst team members reflects an attainment of a higher level of expertise on the project.
7. **Team leader** is now **Delegating Tasks** to other team members because there is high competence and high commitment to the team's performance and efficiency.
8. Put on the **Agenda** a ten-minute discussion period to discuss how to manage the performance of the team.
9. Is your recorder filling out the **Weekly Progress Reports** properly so they are useful to the team? Is your faculty advisor referring to your reports in meetings?
10. Review each member's progress to decide if the members are experiencing satisfaction regarding the skills they needed to accomplish their tasks and if they are experiencing a sense of control over their project. Discuss changes by brainstorming and changing the **Activity Lists**.