The Top 10 High Impact Team Practices

Practice	Description
1. Shared purpose and Vision	• If you asked each of us why we are here as a team and what we're working towards, the answer would be the same and you can see it in our actions.
2. Shared Leadership	• We take responsibility for the team being successful. Leadership is propagated throughout the team: all members operate with the same purpose and vision as the leader.
3. Measurable Performance Targets and Definable Goals	• We have agreed to specific, measurable, achievable, and time bound goals; they include both business and team development objectives. • We have established and we track measurable performance targets that move us towards our goals. • We regularly evaluate how we are working together as a high impact team.
4. Clear Roles and Responsibilities	• We each know not only the activities we are individually accountable for, but also what we are collectively responsible to produce. Each team member's role is clear. • We respect each person's role and openly discuss our expectations for the responsibilities of each role.
5. Active Sponsorship	• Our sponsors are involved and committed to our success, and support us in clearing away obstacles. • Our sponsors are proponents of our work and delegate the appropriate authority. • We have the resources we need to be successful: Information, money, time, space, and talent.
6. Effective Team Process	• We have a Working Agreement for our approach to our work and revise it when necessary. • We have practices for Effective Meetings, Integrating New Team Members, Decision Making, and Problem Solving. • We are competent at giving and receiving constructive feedback and coaching.
7. Enhanced Team Competency	• Our team acknowledges conflict and deals with it when it arises. • We have the flexibility to integrate change. • We are able to correct our course when off course, and adapt to changing conditions.
8. Synergistic Collaboration and Innovation	• Trust, accountability, and integrity are strong in our relationships. Communication and dialogue fosters action. • We collaborate to innovate new products or services and to solve problems when they arise. • We use both task, and task-free activities to infuse our team with creativity, celebration and renewal.
9. Meaningful Recognition and Rewards	• We are committed to each other's and the team's success. We acknowledge both individual and team achievements and personal development. • We recognize values-based performance in a meaningful way.
10. Quality Relationships with Stakeholders and Other Teams	• We coordinate our efforts with other stakeholders in a timely fashion. • We develop good relationships with other teams. • Our work is integrated with the company's overall business goals.

This document provided by Tom Heck, the Team Leader Coach www.teachmeteamwork.com