Stages of Team Development

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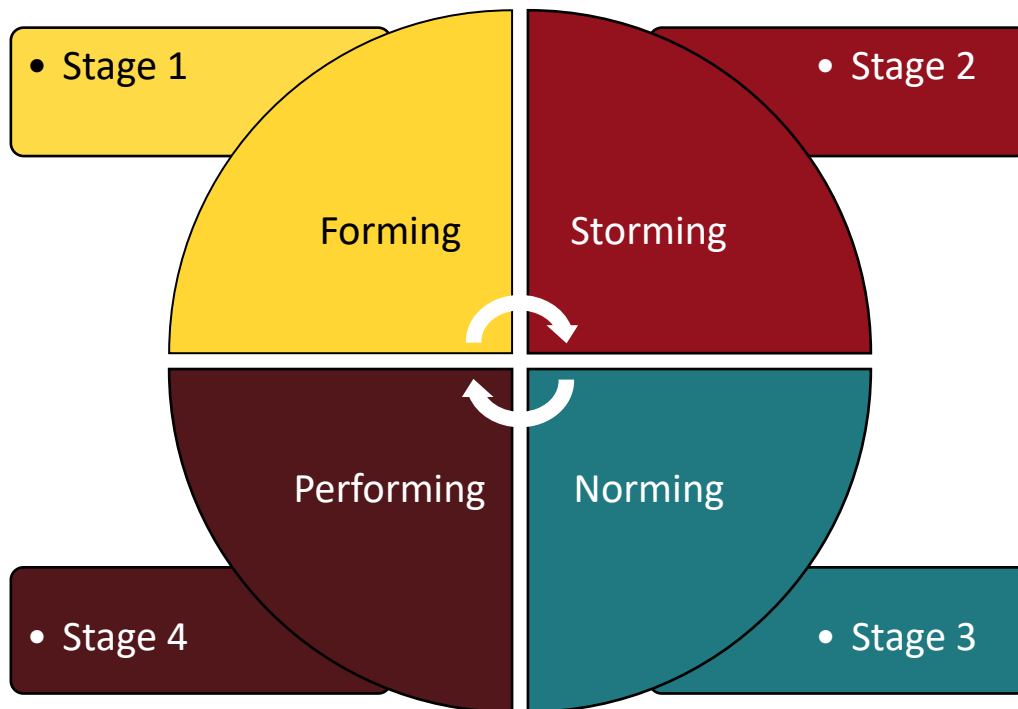
Stage 1	Stage 2
Forming	Storming
Performing	Norming
Stage 4	Stage 3

Image adapted from New Directions Consulting (http://www.newdirectionsconsulting.com/leadership-engagement/blog-getting-past-the-storm-in-team-building-2/)

Identify the stage of your team.

FORMING	STORMING
• One or more new team members • Roles and responsibilities not yet clear • People are polite, positive, excited • Everybody gets along • Processes not well established or known	• Problems arise without clear solutions • Resistance to taking on tasks, contributing • People are inconsiderate, confused, resentful • Disagreements about big and little issues • People are overwhelmed by workload
PERFORMING	**NORMING**
• Goals are achieved • Team processes established and working • Recognition of one another's strengths • People are trusting, respectful, appreciative • Continuous improvement, innovations occur • Shared leadership	• Problems are solved to benefit program • Agreement on common goals, actions • Open, honest, positive communication • Relationships established, cooperative • Feedback is constructive and welcomed • Team members help one another

Stages of Team Development

Coordination /Administration
- Know the FACE Guidelines and Implementation Standards
- Establish job roles and responsibilities for the FACE team
- Assist the team in developing processes to fully implement the program
- Integrate FACE into the school environment, activities, school community
- Guide team in making decisions, solving problems, developing relationships, resolving conflicts
- Model dynamic, cooperative, effective teamwork
- Provide training for team when needed; facilitate teambuilding activities

Team Members
- Become an expert at your job and let others know what you are doing
- Focus on meeting common goals
- Be prepared for team planning meetings
- Earn trust from your teammates
- Look for strengths in your teammates, respect the work they do
- Cooperate with your team to get the work done

Program Processes
- Agree on norms, what is acceptable behavior for your team; write them down
- Develop team planning /meeting skills including agendas, minutes, established meeting times
- Hold one another accountable for completing tasks, actively participating in planning, reflection
- Create systems for recruitment, enrollment, transitions, data collection, continuous improvement

Communication Strategies
- Listen to others' points of view with an open mind, flexibility
- Ask for clarifications when you're unsure
- Summarize other's statements to be sure you understand
- Provide feedback to teammates constructively
- Maintain a positive attitude
- When you have a problem, speak directly to the person with whom you have the problem
- Be aware of non-verbal communications

Problem Solving Strategies
- Define and describe the problem; agree as a team that this is the problem
- Get more information when necessary
- Think about how and why the problem arose
- Don't jump to a quick fix; take time for a better, long-lasting solution
- Visualize the best possible outcome
- Brainstorm possible solutions; use your imagination, encourage creative solutions
- Weigh the pros and cons; think about causes and effects; identify barriers to solutions
- Think about the assets, resources, and people who can help solve the problem
- Decide on the steps to take; get everyone on board with the plan
- Monitor and reflect on the process, making adjustments when necessary
- Evaluate the outcome and decide if there are next steps