



Building the Team

Duration: 1 Day
Accreditation: ILM

Accreditation

For an additional fee this 1 day workshop can be accredited by the Institute of Leadership and Management (ILM) under the title "Building the Team".

To gain accreditation delegates will be required to complete a short assignment. This accreditation can also be used as one credit towards an ILM Level 3 Award or Certificate.

Introduction/Summary

This interactive workshop is intended to develop a manager's knowledge and understanding of building the team. It explores trust within the team and how to build and maintain it. Delegates will also look at different team models and how individuals develop their roles, allowing them to examine their own teams on return to their working environment.

This workshop can be tailored to meet your needs and delivered at your own premises.

Content

The workshop aims to cover the following content:

- The nature of formal and informal working relationships
- Role of open communications and the need to keep people informed, in creating effective working relationships
- Range of internal and external contacts
- Differences between people, and the effects on relationship building
- Differences in organisational culture and the effects on relationship building at work
- Social skills appropriate to the workplace
- Range of behaviours which develop, maintain and destroy trust at work
- The importance of maintaining confidentiality in the workplace
- Characteristics of groups and teams – the differences, examples within the workplace
- Tuckman's theory of group formation
- How to identify team roles (eg Belbin) and the uses and implications for managers
- Building a balanced team to achieve objectives

Requirements/Pre Requisites

There are no pre-requisites for this course.