

Effective Team Working - Play Your Part

Maximum Participants: 16

Duration: One Day

Timings: 09:30 – 16:30



Mike Phillips Training

Releasing potential through learning and development

Suitable for

All team members who wish to explore how they can develop work place relationships and team work in order to promote their organisation's values, achieve its mission and objectives, whilst having fun in the process.

Aim

To consider the role we all play in ensuring effective team working in the workplace. You will undertake a reality check of your team work skills and develop tools and techniques to develop them further.

Learning Outcomes

By the end of the course, you will be able to:

- Define what is meant by a Team Work culture
- List the benefits of team working for your organisation, the staff group, individual team members and for clients
- Describe how your individual role contributes to the success of the team
- Identify the goals of your team and how they contribute to your organisation's vision, mission and overall objectives
- Explain Belbin's Team Roles and use them to enhance team work and maximise everyone's contribution to the team
- Recognise the importance of information sharing and effective communication
- Use a toolbox of tools and techniques to boost team performance and play your role in ensuring your team's success

You will also leave the course with:

- A sense of achievement
- A toolkit of techniques and practical ideas for releasing your potential
- A Personal Action Plan to take your learning further

Training Style

All courses are interactive, using diverse participatory, 'brain-friendly' training methods including: exercises; games/quizzes; handouts and workbook; small/large group discussion; skills practice and trainer input.

All courses are accompanied by a **Welcome Pack** (including some essential pre-course activities to prepare for learning) and a **'Bonus Pack'** after the training with additional tools, and follow-up activities to support transfer of learning to the workplace. (*email required)

Other Courses to consider (Visit my website for details of these and other courses)

- ➔ Assertiveness – An Introduction
- ➔ Dealing with Difficult Behaviour in the Workplace
- ➔ Decision-Making and Problem-Solving – Tools and Techniques
- ➔ Improving Your Performance through Emotional Intelligence (2 Days)
- ➔ Interpersonal Communication Skills
- ➔ Mentoring Skills
- ➔ Motivating Staff for Peak Performance
- ➔ Simply the Best – Building your personal image, self-esteem and confidence (2 Days)
- ➔ Teambuilding – Getting Everyone to Pull in the Same Direction
- ➔ The Art of Excellence in Customer Care



"I'm pleasantly surprised by what I've learned and look forward to a few days to digesting this."

I feel my role and how it fits in with my colleagues is much clearer.

It's helped remind us of why we are all here in the first place."

Course Participant

Crafts Council



website

www.mikephillipstraining.co.uk

email

mike@mikephillipstraining.co.uk

phone

07949 826881