

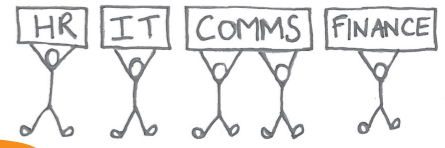


# Sarah's top tips on how to build a successful team

Take time to find out more about each other and what makes each of you tick. If you all recognise who you are and what you do best, it'll be dead easy to understand how you can fit into and contribute to your team. As you strive to achieve your goals, using tools such as Belbin and adopting the right mindset will help your team: see its strengths and use them; spot its weaknesses and develop them; learn to work together; and listen

Take the musketeer approach of 'one for all and all for one'! Whatever changes come your team's way, learn to be flexible and adaptable – these are vital ingredients of your success. Take time to understand each others' jobs: if you can each do your own job brilliantly, yet be willing to step in and help others with theirs, you've got another ingredient of a united team

Make sure every member of your team has clear roles and responsibilities. You need to be certain that the right people are in the right job, be clear on what's expected of them and then trust them to get on with it, make the right decisions and ask for help when they need it



If you've got dedicated people who care for each other then you've got the building blocks of a great team

committed people

## What's it all about?

Very few people work in isolation. There is greater potential to achieve collectively than as an individual. Being part of a successful team builds self-esteem, enhances collaboration and maximises performance. We Rambutans have helped all sorts of teams: building brand new ones from scratch; helping those facing new, uncharted waters; and lending a hand to those in conflict or turmoil

These top tips include what we believe to be essential ingredients for any team to be successful



## Building a successful team

Groups of committed people with strong leadership and who 'work at it' become great teams. It doesn't happen accidentally, and it can be measured. Great teams have an open and honest ethos and a pride that is palpable to anyone who interacts with them



## Who will benefit

Anyone who works in a team whose leader takes on board these tips. Lighthouse keepers and shepherds need not read on.



## Books that will help:

**Strengthsfinder 2.0 by Tom Rath** for advice on how to get your team to play to its strengths. The price of the book includes a brilliant online self-assessment tool and personalised report

**Creating WE by Judith E. Glazer** gives you page after page of examples and stories that help your team keep its spirit and continue to be excellent

**Gung Ho by Ken Blanchard** is a wonderful (and true) story about how a group became more effective by using lessons from the natural world (no squirrels or geese were harmed in its making)

## Visit these websites:

**www.belbin.com** if you want to learn from the master (Dr. Meredith Belbin) and use some of the brilliant tools that have been helping teams for over 40 years

**www.mindtools.com** for a rich source of team, management and personal development related gubbins... taking a look at Bruce Tuckman's work would be a good start

## Or give us a shout on

+44(0)1858 461071 / hello@rambutan.biz / **www.rambutan.biz** and we'll give you some specific advice on how to build a great team

# Rambutips how to build a successful team

before we start

strong leadership

working at it

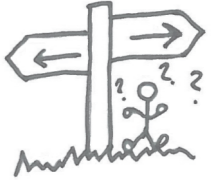
keep on learning



Help every single one of your team members understand and believe in:

- why the team exists (its purpose and mission)
- where it's heading (its vision and goals)
- how its work is making a difference to your organisation

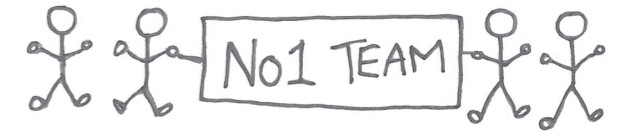
Spend time together learning to describe the part you each play in all of these things – it'll really make a difference!



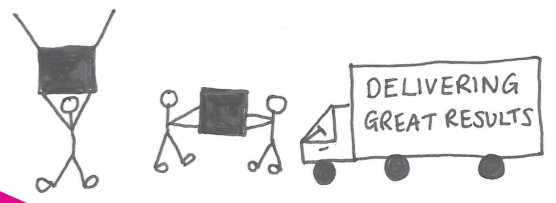
You most definitely need strong leadership if your team is to know where it's heading and how it's going to get there

Your organisation may well have some values and behaviours that underpin how everyone works, but as a team you need more than this. Think together about how you're going to behave with each other and what your rules need to be. Then all agree how you're going to give feedback on this stuff. This part isn't always easy or comfortable, so it's worth practising with a buddy to start with

It's absolutely crucial that you manage people's performance and behaviour, both good and not so good, in a timely and constructive way. Don't allow conflict to fester and disrupt the cohesion of the team. Encourage your team members to show pride in their jobs and help them understand how their performance affects the output of the team as a whole



You need to invest time, energy and resources to ensure a great team delivers great results



Work at your communication! As in all relationships, once communication breaks down, so does the relationship. Help your team members be in regular contact and keep everyone informed and involved. The work-related stuff is super-important, but it's also the funny or quirky stories and happenings that will bind your team together and give it a common language and shared history



Dedicate time and resources to give your team, as a whole and individually, the development opportunities that will help fulfil its potential. Your team's social development is equally important; don't underestimate the value of going to the pub or having a water fight together!



Find ways you can support and encourage each other and celebrate the successes you have. This doesn't just mean the big achievements, but those along the way too. When things go wrong, you need to help the team to learn, not to find blame

