

6 Qualities of Top Teams

By Brian Tracy

Over the years, exhaustive research has been done on top teams. There seem to be six characteristics or qualities of peak-performance teams that you can incorporate into your own business. Here they are:

Shared Goals and Objectives

In a smoothly functioning team, everyone is clear about what the team is expected to accomplish. The goals of the team are shared and discussed by everyone. Each team member gives his or her ideas and input about how the goals and objectives can be best achieved. Each person feels like a part of a larger organization.

Shared Values and Principles

In excellent teams, there is regular discussion about the values, principles, and behaviors that guide the decisions of the team. The leader encourages values such as honesty, openness, punctuality, responsibility for completing assignments, quality work, and so on. Everyone discusses and agrees on what they are.

Shared Plans of Action

In this phase of team building, you go around the table and have each member of the team explain exactly what part of the work he or she is going to accept responsibility for completing. At the end of this discussion, each member knows what every other member is going to be doing and how his or her own work fits in with the work of the team.

Lead the Action

There must always be a clear boss or leader in any organization. Democracy is a fine concept, but it goes only so far in business. Someone must be in command and take charge. And that someone is probably you. On a good team, everyone knows who is in charge. The leader sets an example for the others. The leader becomes the role model.

Continuous Review and Evaluation

In this final phase, the team regularly evaluates its progress from two perspectives. First, is the team getting the results that are expected by its customers or other in the company? In dealing with customers, does the team set up mechanisms to continually ask customers, "how are we doing?"

Bringing the Team Together

One of the most important things you do in building a peak performance organization is to hold regular staff meetings. Bring your people together weekly, at a fixed time, to talk, discuss, catch up on progress, learn how the company is doing, and generally share ideas, opinions, and insights.

Action Exercise

Conduct a values clarification exercise with your entire team. Then mutually agree to live and work by the common values.