SHOW TEAM MEMBERS YOU CARE pdf

1: Show Your Team Members You Care | Leadership Matters

You've probably heard the saying, "People don't care how much you know, until they know how much you care." When your team members experience you as being actively interested in them, all sorts of good things begin to happen with their performance.

This is commonly called a behavioral interview. Some career experts believe that this type of interview is one of the most accurate ways to determine how well a new employee will perform on a new job. Many job seekers instinctively know that companies want all employees, new and existing, to get along and work well together in groups. However, during the interview phase of employment you have to effectively convince the hiring manager that you are the best candidate and team player, maybe out of many applicants. Are You a Team Player? This is often the first question in a series of interview questions about being a team player. The beginning of your response is always "Yes! Although my previous manager assigned individual responsibilities in the group, as co-workers, we always worked as a team, ensuring that everyone was successful at completing individual tasks. STAR stands for situation, task, action and results. Recall a few specific workplace examples when you were a team player, and then commit the gist of the stories to memory prior to the interview. The following is a STAR example for a retail sales associate at a busy department store who took this approach. Cashiers have to check out customers, no matter the number of items. Sometimes I had no customers to assist, but my co-worker got slammed with a large customer purchase. In these situations I walked over to help with bagging. Search your soul and feelings to determine which qualities you want to express to the hiring manager. Nobody is the perfect team player, but many people still posses a few of those qualities. Common team-player qualities include being open-minded, sharing and encouraging other members in the group. Mention a time that you gave special recognition to a high performing team. Also show that you are a consensus-builder. Many managers are impressed by unselfish employees. I look for agreement across the group and I am willing to compromise my personal stance for the benefit of the team. The hiring manager genuinely wants to know how you respond to sticky, real-world team situations. The STAR technique might help you focus your thoughts when you answer. For example, there was a problem with donations for a small party at your previous job. The STAR response to such a situation is described below. The office wanted to throw a holiday party. I was elected as the organizer, including money collection. He was having personal financial troubles, so I made the donation for him. The party went on as planned, and my co-worker who could not afford to contribute was still able to attend.

2: Sport and Character: Why Respect Teammates and Team?

Show Your Team Members You Care. 1. Involve people in major decisions. Listen to them - they often have the best ideas anyway. 2. Memorize facts about the bucket holder and their family.

This exercise is designed to assist team members to understand more fully their own roles and responsibilities in relationship to the work of the team, and to provide them with an opportunity to share their expectations about the roles and responsibilities of others. Because it can be difficult to understand fully the distinction between a role and a responsibility, please keep the following definitions in mind as you move through this exercise. Roles â€" Generally, roles are the positions team members assume or the parts that they play in a particular operation or process. For example, a role an individual might assume is that of facilitator, or communications liaison. Responsibilities â€" On the other hand, responsibilities are the specific tasks or duties that members are expected to complete as a function of their roles. They are the specific activities or obligations for which they are held accountable when they assumeâ€"or are assigned toâ€"a role on a project or team. For example, some of the responsibilities of a person in the role of team facilitator might include making sure that meeting agendas reflect feedback and input from all members, that the meetings start on time and end on time, and that all members have opportunities to contribute to discussions. Generally speaking, there are two types of roles that team members may have. Obviously, if individual team members do not know what they are expected to do, it is highly unlikely that anything will get done. Again, a lack of clarity around roles and responsibilities is one of the primary reasons that teams fail to produce results. In addition, it is unlikely that members will continue to be interested or invested in a project if they do not know why they are involved or what is expected of them or the other members. Unlike formal roles, informal roles are not assigned. Instead, they are assumed by individuals because of their personalities, motivations, individual styles and attitudes, or the ways that they like to approach situations or tasks. Just as it is important to understand or recognize the formal roles people have on a team, it is also critical to identify the informal roles played by individuals, because informal roles can have a significant impact on a team. The following are examples of some of the informal roles that members play on teams. Teams might have a caretaker. Sometimes teams have an informal spokesperson. The role of the comedian is played by the person who wants to assume responsibility for making sure everyone is having a good time. Comedians break tension and conflict with humor. They make sure teams do not take themselves too seriously. There is the catalyst. This is the person who is like the cheerleader, who contains the energy for the project, gets people excited, and forces people to move forward. The optimist is someone who is always looking at the positive side of issues, who brings an upbeat perspective. There is the pessimist, who brings the negative perspective. But the true realist is not necessarily negative. The realist is the person who conducts the reality checks for the team, who wants to see the team succeed and not get blindsided by events that are unanticipated. These are just some examples of the kinds of informal roles that individuals play. The important thing to note here is that informal roles do have a significant impactâ€"both positive and negativeâ€"on the work of teams, and it is important to identify and address those effects when necessary. As has been emphasized, clear roles and responsibilities are critical to the ultimate success of teams. However, such clarity is not always present within collaborative teamsâ€"particularly when teams are first established, and especially if there are individuals on the team who have not worked together previously. Regardless of whether a team is newly formed or longstanding, each of the team members will have desires and beliefs about what the other members of the team could or should be doing. This exercise allows time to discuss what individual team members believe they contribute to the team. Exercise Instructions Using the attached Role Expectations Worksheet, individually write a brief statement describing your perception of your roles and responsibilities on your team. Give thought to the unique skills, talents, and expertise you bring to the group and how these relate to the specific role s you can perform. Your statement should include information about what you think the other team members expect you to contribute. Read your roles and responsibilities description, and express what you see as your contributions to the team. Allow others to ask questions and clarify your comments. Have others describe their expectations of you.

Compare and contrast your personal ideas with those of your fellow team members. Discuss any differences in opinions or observations. Follow the instructions above for each team member.

3: 5 Ways to Be a Good Leader - wikiHow

For those living with MS, gestures of support from loved ones are appreciated, but even the little things can help. Find ideas here for showing that you care.

We know that Super Bowls are not won by individuals. They are won by a collection of individuals who make a great team. We are better together when we are surrounded by great team members. In this spirit I want to share 9 ways to be a great team member. Set the Example - Instead of worrying about the lack of performance, productivity and commitment of others you simply decide to set the example and show your team members what hard work, passion and commitment looks like. Focus on being your best every day. This means you have an obligation to improve so you can improve your team. You are meant to develop your strengths to make a stronger team. Be selfish by developing you and unselfish by making sure your strengths serve the team. Share Positive Contagious Energy - Research shows emotions are contagious and each day you are infecting your team with either positive energy or negative energy. You can be a germ or a big dose a Vitamin C. When you share positive energy you infectiously enhance the mood, morale and performance of your team. Remember, negativity is toxic. Energy Vampires sabotage teams and complaining is like vomiting. Afterwards you feel better but everyone around you feels sick. Know and Live the Magic Ratio - High performing teams have more positive interactions than negative interactions. Teams that experience interactions at a ratio equal or greater than 3: Teams that have a ratio of 2: Create more positive interactions. Read more about this at www. Put the Team First - Great team players always put the team first. They work hard for the team. They develop themselves for the team. They serve the team. Their motto is whatever it takes to make the team better. They give credit to the team. To be a great team member your ego must be subservient to the mission and purpose of the team. Build Relationships - Relationships are the foundation upon which winning teams are built and great team members take the time to connect, communicate and care to build strong bonds and relationships with all their team members. Know what inspires them and show them you care about them. Great team members trust their teammates and most of all their team members trust them. Trust is earned through integrity, consistency, honesty, transparency, vulnerability and dependability. Sometimes they make mistakes. Sometimes they need a little tough love. Great team members hold each other accountable. They push, challenge and stretch each other to be their best. But remember to be effective you must built trust and a relationship with your team members. If they know you care about them, they will allow you to challenge them and hold them accountable. Tough love works when love comes first. Be Humble - Great team members are humble. They are willing to learn, improve and get better. I learned the power of being humble in my marriage. My wife had some criticism for me one day and instead of being defensive and prideful, I simply said, "Make me better. Tell me how I can improve. What did I miss? What would you add to this list? I value your input and suggestions. Share your suggestions for being a great team member on our blog or Facebook page.

4: 6 Ways to Show Employees the Love With an Emotional Workplace Culture | TLNT

Show that you genuinely care about your staff members by chatting with them about things other than work. Take a genuine interest in what they do outside of work.

Share Some of the most successful companies with the most dedicated employees almost always put their staff first. Studies show that employees who feel their co-workers and managers genuinely care, perform better. The more employees know they have support from the organization and management, the more they will support the organization, and the more profitable it will become. The study shows that these things matter. Here are a few ways to achieve that: Article Continues Below Empathize with staff. I believe the best managers and leaders have empathy for their teams and staff. They understand that an employee can feel pressure without understanding the end goal, and make it a point to walk them through the process and help them understand. Have compassion for one another and try to understand what others are going through. Realize events outside of the office may affect someone at work â€" planning a wedding, death of a family member, having a child, etc. These are all stressful events. Ask staff if they need help. Demonstrate genuine care and concern. Although it may not be financially possible to give every employee a gift, reward high performing employees for their successes in some way is important. Get to know them on a personal level. Understand what motivates each employee â€" their goals and fears. Listen to their feedback and implement new initiatives within budgetary constraints. Most employees want to continue to develop their skills while learning new ones. Offering training sessions and having employees attend webinars and conferences will feed their desire to learn while augmenting their skill sets. At the same time, push employees to achieve their potential. Trusting them with new and challenging tasks demonstrates confidence in their abilities and the new skills they have acquired. Employees want to know that they are more than just a number and that their thoughts and opinions matter. Involving staff in important decisions not only demonstrates that their opinion is valued, but also allows them to evolve as a professional. To do this, create a staff council to discuss company best practices, or bring lower level employees into management meetings to expose them to discussions involving the future of the company. Show you care about employees, and they will care in return Showing the love will increase productivity, performance and profits, and decrease turnover or attrition.

5: Helping People Take Responsibility - Take Ownership of Your Work from Mind Tools

Show you care about their personal life. but by holding yourself accountable for regular conversations with your team members, employees will feel valued and respected. Â© Forbes Media.

Yes, it means you have to work harder to keep on top of things to begin with, even with simple things like taking out the trash or running that errand you said you would. But the reward is that your loved one will know you care because you just did it without being asked or reminded to do so. Refuse to Argue and Pick Your Battles. Arguments are a constant source of relationship strife, even amongst family members or friends. Which leads us toâ€¦ 3. Handing them out just as freely and easily will, in the long-run, make you feel better and also make your loved ones feel better. It shows you care more about them rather than winning any particular all-too-often, silly argument. As with all things, when taken to an extreme, this is also not particularly healthy behavior, but do know when to pick your battles. Most people love a surprise, especially when that surprise is something that helps them or makes their life a little bit easier, if just for a minute. Even simple actions can speak volumes, especially if the other person has had an especially difficult day. Your significant other knows this, and offers to cook instead. Simple acts of kindness are the ones we so easily overlook in everyday life. Yet they speak volumes to others in our lives. Being grateful for the people and things in our lives is one of the most simple ways to achieve a sense of daily happiness. Keep that in mind, acting in a manner consistent with someone who loves another, not someone who is keeping silent score. The people we hold closest and dearest to us are often the ones we expend the least amount of effort in displays of caring and affection. Yet, most people appreciate and need the occasional display of caring. He is an author, researcher and expert in mental health online, and has been writing about online behavior, mental health and psychology issues -- as well as the intersection of technology and human behavior -- since Grohol sits on the editorial board of the journal Computers in Human Behavior and is a founding board member and treasurer of the Society for Participatory Medicine. You can learn more about Dr.

6: Team Development Quiz - Team Management Training from www.enganchecubano.com

Erin Greenawald is a freelance writer, editor, and content strategist who is passionate about elevating the standard of writing on the web. Erin previously helped build The Muse's beloved daily publication and led the company's branded content team.

Your people will be more engaged if their work aligns with their values. Meet with them to find out what these are. Then, illustrate how their daily tasks and responsibilities align with those values. If not, they might be better suited in a different role. You can also use job crafting techniques to reshape their role to fit them better. Herzberg identified common sources of job dissatisfaction, as well as highlighting the things that motivate people. You must do both in order for team members to be happy and engaged in their work. People who believe that outside forces constantly influence their life are said to have an "external locus of control," while those who believe that their actions shape events, have an internal one. Ask team members to take our Locus of Control quiz so that you can determine where they fall on this spectrum. If you discover that people have an external locus of control, help them overcome this. Set modest goals so that they can achieve some quick wins ; and then help them build their self-confidence. Also, remind them of their strengths and past successes, and teach them how to think positively , instead of engaging in damaging, negative self-talk. You can also break up any large tasks or projects into smaller goals or steps. When you notice team members starting to point the finger of blame, stop them immediately. Shift their focus away from assigning blame, and, instead, direct it to what needs to be done to fix the problem and move forward. Give Plenty of Praise Finally, be sure to give your people plenty of praise when they do take responsibility. So, learn the art of delegation , and avoid micromanagement. Give your people the freedom they need to make their own decisions, but be ready to guide them in the right direction if required. Some people, however, simply may not be mature enough to do the job. Clearly, make sure that you fully comply with national employment law and internal HR policies when you take any action. As you work through this process, document everything, so that you can explain your actions if challenged. To help people take more responsibility for their work, provide them with the skills and resources to actually do their job. Then, set up an environment that makes it easy for them to change, and help them to take responsibility for their decisions and actions. You can do this by: Communicating roles, responsibilities, and objectives. Helping team members to take control. Subscribe to our free newsletter , or join the Mind Tools Club and really supercharge your career!

7: 15 Effective Ways to Motivate Your Team | HuffPost

Show you care about your team members' work and lives. This is especially important for Baby Boomers in the workforce. This is especially important for Baby Boomers in the workforce. 4.

Working with a team requires a different skill set from that required in traditional single-investigator based research efforts. To be an effective team member it is essential to have good people skills and effective communication skills in addition to a strong technical skill set. Some useful guidelines for being an effective team member include: Respect Your Colleagues If you are new to team-based projects, it is important to understand that everyone on the team brings with them unique technical expertise, knowledge, and experience that should be valued by all of the team members if the team is to be successful. In turn, you should expect the same from your colleagues. However, it is important that you are personable and that you make a good effort to pleasant when interacting with everyone. Be Responsible Be proactive. If you notice that there is a task that needs to be done and you have the skills to accomplish it, speak up and take on that task. Be dependable - do your fair share of the work and strive to accomplish any assignments in a timely fashion so that the team can meet any deadlines. If you agree to take on a specific task, it is important for you to follow through on your promise and if you encounter technical difficulties in meeting your obligations to bring this information to the attention of your group as soon as possible so alternatives can be explored and any goals met. Communicate Effectively Good communication skills are essential in teamwork. Listen thoughtfully and be enthusiastic in your support of their ideas if warranted. Take the initiative to share your own ideas and do so respectfully. A good guideline to follow in dealing with others is the "Golden Rule": Assume the best of your teammates and in turn give your teammates your personal best. Conflict is Inevitable Whenever you work with people, conflict is inevitable. Each of us brings with us different views on just about everything. Team members need to identify roadblocks to productivity and bring these in a helpful, positive way to the attention of the team to ensure its success. Being able to deal with emotions and emotional issues in a productive way for all involved or emotional intelligence is a critical skill in team-based work. If members have problems, it is important for them to bring these problems out in the open for discussion by the group without assigning blame, which does little if anything to solve a problem. Conflict, managed productively, can lead to new ideas, more thoughtful decisions, and superior results. Give Credit Where Credit is Due Team efforts are also different in terms of how credit is apportioned. Consequently, it is important to support good ideas, to give credit where credit is due, and to assertively speak up when you have made a significant contribution that merits recognition.

8: Use These Employee Appreciation Speech Examples to Show Your Team You Care

If you can afford to, give staff members money. End of the year bonuses, attendance bonuses, quarterly bonuses and gift certificates say "thank you" quite nicely. TechSmith staff receive a percentage of their annual salary for their end of year bonus.

This is an excerpt from Sport and Character: To understand respect for teammates and team, we have to understand the nature of a team effort. What is a team? A team is a group of individuals who agree to cooperate in order to achieve something as a team. In athletic competition, the individuals cooperate so that the team can win. To a great extent, that simply means that each individual tries his or her best. Every basket I make is added to the score of the team. If I can steal the ball, get a rebound, or make a good pass, that contributes to the effort of the team. On this line of reasoning, if we then add up all of the individual efforts of the team members, we get the total team effort, just as we add up all of the baskets that the individuals on a basketball team make during a game to get the team score. And if we turn to team competitions in individual sports, such as tennis, golf, or archery, it seems even more reasonable to say the team effort consists of the sum of the individual efforts. Consider, for example, team tennisâ€"that is, tennis competition in which two teams compete against one another as teams as opposed to players representing their schools as individuals in a district, regional, or state tournament. If one school plays another in a dual match, that means that the school that wins the most individual matches wins the dual match. If the format is six singles matches and three doubles matches, the school that wins five or more of these matches wins the dual match. Obviously, teamwork is involved in doubles. The team effort is equal to the sum of the individual efforts. If our number 2, 4, and 6 singles players win their matches and our number 2 and 3 doubles teams win their matches, our team wins five of the nine individual matches and therefore wins the dual match. What if the two senior girls on the number 1 doubles team, knowing that the number 3 doubles match was the one that could go either way, had worked with their teammates on the number 3 team all week in practice, preparing them for the match? What if one of the lower players, who never gets to play a match but can outrun the number 1 player, lines up all year long next to the number 1 player during running drills, challenging her to keep up? As part of a team effort in the fullest sense of the word, individuals become capable of more than they are capable of individually, and the team becomes capable of more than the sum of what the individuals on the team are capable of individually. Now apply it to a team sport, such as basketball, baseball, soccer, volleyball, or football, and this phenomenon becomes even more obvious, but the principle is the same. As the old saying has it, the whole is greater than the sum of the parts. When a team truly becomes a team, in fact, it becomes impossible to speak of summing up at all. We talk of chemistry, of gelling, of everything coming together. There are no guarantees, but it requires the genuine respect of the team members for each other and for the team. If I understand the nature of a team, then I recognize I have an obligation as a team member to respect my teammates and my team. What does this require? My excellence as a team athlete, like my excellence as a human being, should make my teammates more excellent. And as his presence made them better, he in turn drew from their higher level of spirit and play.

9: 9 Ways to Be a Great Team Member

Studies show that employees who feel their co-workers and managers genuinely care, perform better. It's simple â€" if you show them love, they'll show it right back! The more employees know they have support from the organization and management, the more they will support the organization, and the more profitable it will become.

Comment You may be trying to focus on people development, but other activities have a higher priority. Try to set aside time, on a regular basis, to meet the development needs of your team. You, your team, and your organization will all benefit â€" by boosting productivity and helping people feel happier in their jobs. Read below to start. Take it to the next level by making staff development a priority. Think about creative ways of sharing knowledge and inspiring your people to improve their skills on a daily basis. And that will make your job much easier. You clearly understand that your people are the future of the organization. Keep the momentum going by continuing to be a role model for others, and by showing that staff development and training produces results. This quiz highlights five main factors related to developing people. Understanding the needs of your organization and team. Coaching and mentoring your people. Look at these categories in detail below, and review your answers to identify the areas where you are strong, and the areas where you could improve. By analyzing your current performance and learning more about each area, you can ensure that you develop your people effectively. Understanding Organizational and Team Needs Questions 3, 6, 10, 15 Your score is 0 out of 0 Before developing your team, you must first identify the best development opportunities for your people and your organization. In these meetings, explore their current performance, and identify areas for improvement. From there, create a development plan to fill any skill gaps and prepare the team member to meet the challenges ahead. Throughout this process, different people will want or need different things in relation to work and training. For example, some people respond well to increased responsibility, while others may prefer to develop a wide variety of skills. As a manager, you should understand these different patterns of motivation. Talk to people to find out what training they want and need, and then work with them to develop a personal training and development plan that helps them get this training, economically and efficiently. Leadership Development Your score is 0 out of 0 Successful teams and organizations typically put a lot of effort into developing future leaders. These programs rely heavily on choosing the right people to involve. Talent management initiatives will help you focus on and retain the best people. These initiatives will also help you recruit top talent, and create a high performance culture. Make an effort to identify strong performers early on â€" this will help you ensure that you reward the best and brightest on your team with appropriate promotion opportunities. However, be sure to promote people for their potential to succeed in the leadership role: Mind Tools is a great vehicle for providing high quality management and leadership training! Training and Career Development Questions 2, 9, 12 Your score is 0 out of 0 Not everyone wants to be a leader. However, every person can achieve his or her full potential. So, whatever the skill set, expertise, or position, your people should be encouraged to learn Look for ways to train staff on a daily basis through prompt and effective feedback and offer training courses and programs to help people develop the specific skills they need. Whether you do this in-house or send people to outside training, your team should know that learning is directly connected to successful performance. Communicate this attitude from the start. Encourage people to come to you with training ideas and career development plans. Make career development a strategic objective. Knowledge Management Your score is 0 out of 0 In many organizations, retaining and sharing organizational knowledge is critical to success. Managing knowledge is another great way to provide development opportunities for your staff as they share ideas and expertise with one another, identify best practices, and look for ways to work more efficiently with one another. Create simple ways of sharing ideas, like developing a company wiki or having regular roundtable meetings to discuss issues and find answers. Another powerful way to retain knowledge within your organization is through Succession Planning. Identify people who can take over key positions when those positions become open. Typically, this is used in retirement situations, where the person holding the position acts as a mentor and transfers his or her knowledge to a trainee. There are many other ways for people to pass on their

knowledge â€" including mentoring others, preparing an orientation-type book or document, or even conducting on-the-job training. So allowing other people to have access to this information and experience can be a fantastic development opportunity. Similarly, it is often useful to conduct exit interviews with people who leave the organization. Ask these people for feedback, and then use this feedback to identify training needs, develop people, and improve operations. Coaching and Mentoring Questions 5, 8, 11 Your score is 0 out of 0 Perhaps the best way to develop people is to support and encourage their training and growth. From informal coaching to mentoring staff for long-term development, show your team members that you truly care that they improve their skills and develop a satisfying career. As a coach and mentor, remember that your primary role is to help people better understand their positions. The advantage here is that both the coach and the mentor can benefit from the relationship. Key Points Your commitment to training and developing your people is a major factor in determining the ongoing success of your team and organization. This helps you retain good people, and ensures that your organization has the skills it needs in the future. Work often changes at a fast pace. Subscribe to our free newsletter , or join the Mind Tools Club and really supercharge your career!

SHOW TEAM MEMBERS YOU CARE pdf

The Garfield book ofcat names New York To Boston Mobility and employment in urban Southeast Asia Too good to leave too bad to stay book Importance of relationships in business Wren n martin solutions Whats really in the Bible? Army post on the northern plains, 1865-1885 Industry group tactics Textbook creating motion graphics Symmetry And Its Breaking in Quantum Field Theory Tools for complex projects The toilet paper entrepreneur by mike michalowicz Observers book of coins Study Guide to Accompany Child, Family, School, Community Constitution and by-laws of the Native Village of Perryville, Alaska Uncles and antlers Google expeditions ar markers. Basic Federal Income Taxation (Emanuel Law Outline) From a to z book Tomorrow the Glory The Black collectivity and the culture of struggle Darlene Clark Hine Books nook Lignin, Humic Substances and Coal (Biopolymers, Vol. 1) Abstinence in Action Signing naturally units 7 12 Beaux arts to Bauhaus and beyond A stellar key to the summer land. By Andrew Jackson Davis. pt. 1. Illustrated with diagrams and engraving Lonely planet singapore Fish viruses and fish viral diseases Full employment versus price stability The English and the Portuguese Brazil trade, 1660-1780 Monongalia County, West Virginia, Records of Thedistrict, Superior and County Courts, 1813 1817 A shepherd family On The Run From Dogs and People Manufacturing, Planning and Control Systems Islam, South Asia, and the West Nature, Mind and Modern Science (Muirhead Library of Philosophy) A power-centred framework for empirical analysis Mixed Plate And Noodles