



SAMPLE

TEAM EFFECTIVENESS

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About the card sort

These cards will help you review how effective your team is functioning as a group.

Culture is built through clearly defined behavioural expectations; guided by role-modelling, coaching and leadership and defined by every behaviour. Big or small.

Often behaviours seen under pressure or around key events will help you gauge how your team works together to manage change, challenges and learning.

This tool prompts you to ask searching questions around your team's alignment, honesty, openness, trust, courage and processes.

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How to use the cards

This card deck can be used a number of different ways to evaluate and discuss the effectiveness of your team. Here's two options:

1. REVIEW ALL AREAS

Get each member of your team to score each high-level category, or each question, and use this as a basis for discussion.

- What scored well and why?
- What scored lower and why?
- Were there differences of opinion within the group?

2. PICK ONE AREA OF FOCUS

Choose just one area that you think needs attention and start a discussion by asking for examples of where the team/group has done this well or not so well.

HIGH



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THESE ARE HIGH OR STRENGTHS
COMPARED TO OTHERS

MIDDLE



THESE ARE IN THE MIDDLE OR AVERAGE
COMPARED TO OTHERS

LOW



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THESE ARE LOWER OR WORK-ONS
COMPARED TO OTHERS

NOT APPLICABLE



THESE ARE EITHER NOT APPLICABLE OR TO BE
SORTED AT A LATER DATE

GOAL SETTING



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Have we all agreed
to and committed to
team goals?



Have we discussed differences in team members understanding of the goals and resolved the issues?

EXPECTATIONS



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Are we clear about the roles of the management team – coaches, manager, physio, etc.?

Are we maximising the strengths of all members of the group to get the best outcome?

CONFLICT



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Do we handle
conflicts constructively
for a better outcome
for the team?

Do people ask questions
to further understand
others' views?

DECISION-MAKING

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Do we make evidenced-based decisions that are sound and reasonable?

When team decisions
are made, does
everyone stay fully
committed to them?

COMMUNICATION



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Do we let people know what and why, especially if we are taking an unexpected action?

Do we raise issues with
the people they concern
(or air grievances with
anyone who will listen)?

LEARNING



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When we do reviews,
do people comment
freely to suggest
improvements?

Do all team members contribute feedback?