

# Academy of Training

## Team Building Workshop

### Overview

Teams are generally regarded as being more effective in achieving business results than individuals working on their own. By empowering staff and encouraging them to co-operate rather than to work as individual units, many organisations have seen greater and more rewarding results than were possible under other structures.

As a result, there is an increasing commitment to the training and development of staff to ensure not only that results are achieved but also that staff are able to work together as a team and can progress both personally and professionally.

### Objective

The objective of this one-day workshop is to assist participants in the development of team building and team working skills, with particular emphasis on the benefits of teamwork and how we might to work together more effectively in the future.

### Content

Topics covered in the workshop include:

- Teams and teamwork : An overview
- Key habits and behaviours for working together effectively
- Why teamwork is important
- Barriers to effective teamwork
- How we build an effective team
- Confidence building within the team
- Developing team goals and objectives
- Co-operating and communicating together
- Listening to and accepting other points of view
- Accepting differences in others
- Making the most of being a team member
- Maintaining the team when the pressure is on
- Supporting, sharing and helping each other
- Developing a team competency matrix
- Action plans for the future.

### Method

The workshop is highly participative and interactive, with staff working on live examples drawn from their own work environment.