

TEAM EVALUATION

Decision Making	YES	NO	COMMENTS
Decisions are made with great consideration. Customers and sponsors are consulted in the process. Input is sought throughout the plant.			
Consensus is required before a decision is made final.			
Problem solving and decision making tools (i.e. fishbone diagrams, force-field analysis, brainstorming) are used to evaluate diagnose and problem solve.			
Once implemented, decisions are critically evaluated and adjusted to meet goals.			
Team Results			
The team generates creative solutions that are outside the box. Deals with change well and is quick to seize new opportunities.			
The work of the team is of high quality and exceeds the expectations of customers.			
The team has a reputation for getting things done fast and right. People are comfortable with turning to the team for help.			
The team is responsive, quick and agile. It is empowered to implement ideas.			
Accountability			
Members hold each other accountable for performance. Problems are dealt with inside the team.			
Acceptable team conduct is defined and clear to everyone. Members are well disciplined.			
The team shares the glory when things go right. Members all share the blame when things go wrong.			
The team creates and reports its own performance measures. Team is self motivated.			
Mission/Purpose			
The mission and purpose of the team is clear to all members. Everyone on the team shares a common goal.			
The purpose of the team is aligned with the organization's mission. Company and team values are the same.			
The team members have spent time developing and refining the team purpose			
Team deals with high level issues. Fixes systems, structures and processes. Addresses important problems.			

Dealing with Conflict	YES	NO	COMMENTS
Conflicts are confronted and dealt with out in the open.			
Differing opinions are welcome and given ample consideration.			
Disagreements are dealt with inside the team setting only.			
Members deal with differences calmly and professionally. Members treat each other with respect and dignity when working it out.			
Sharing of Responsibility			
Each member plays their position well. All hold up their responsibilities and complete their assignments.			
Members back each other up when they run into difficulties. There is a sense of "our project" vs. "my piece".			
All members actively participate. Members feel ownership and readily volunteer even for unpopular tasks.			
Role of leader was significant at first but diminishes as time goes on. Leadership is shared by many in the team or even rotated.			
Identity within the Team			
Team members care for and look out for one another. Defend the team and members against criticism of outsiders.			
The unique skills and talents of individuals are appreciated and leveraged.			
There is a high degree of trust and respect among the members. Relationships are strong. Socialize together.			
Members are tuned in to one another even to the point of anticipating the moves of others.			
Meeting Effectiveness			
Team utilizes agenda well and gets things done on time.			
Members come prepared and work hard during meetings.			
Goals and objectives are established, assigned and tracked.			
Communication flows to the right people, the right place at the right time. The activities and successes of the team are well publicized.			
Structure			
Cross functional. Broad range of experience and departments represented on the team. Management and non-management are represented.			
Team members are well trained volunteers who are committed to keep growing.			
Team keeps sponsor abreast of progress and results.			
The team has unlimited support and resources.			