

Working in Teams



for **Kate Gillies**

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Hi Kate

Your footprint answers have placed you in the steadier quadrant of team-working, which means that your natural style will be to support and work hard for the team. You will listen well and often help other team members out.

Targets

Your main target when working in teams is to remember not to take on too much of the work. Other team members may take advantage of your helpful nature. Make sure everyone does what has been agreed. Have the confidence to say no if something is wrong or unfair.

Key teamwork skills

Now, let's look at the qualities you bring to a team. Use the pie chart below to consider how big your contribution is likely to be in a few key areas of teamwork. Next, read the paragraphs against the headings of the corresponding pie segment colours. To be a great team player, you might sometimes need to work harder at activities that make up the smallest slices of your pie... or work **with** those people in the team who are naturally good at them.



STEADIER
Calm, Thoughtful, Supportive
& Easy Going

Listening: You are a great listener and often put other people's needs before your own.

Cooperation: You like to work in a friendly group and you cooperate very well, often supporting the ideas/goals of others.

Delegating: You may find it difficult to ask others to do things for you, but remember that everyone must contribute some effort in order to succeed.

Doing/Checking: You are great at working to a plan and watching out for errors.

Creating/Inspiring: You naturally like to support other people's ideas but remember to offer suggestions of your own.

Vision: Your style means that you may prefer to work securely in the team rather than taking charge and leading from the front. Remember to stay true to your own values.

Top teamworking tips

1. Offer your skills to the group if you know the task well
2. Don't hold grudges or bottle things up
3. Speak up so that you can be heard and understood
4. Learn to let go of emotions once you have had your say
5. Stay positive about your abilities

