



Leading Effective Teams and Productive Meetings

Program Overview

The promise of higher levels of performance and breakthrough results through teamwork is common. Though you may have been fortunate enough to be part of a team that has achieved this level of synergy and success, more than likely, you have also seen teams that failed to realize the promise.

So, what makes the difference? What enables a group of people to consistently function as a high performing team? This session will explore the factors that enable organizational and team success and the tools necessary for leaders to build and maintain this foundation.

One of the most common ways that teams share ideas and coordinate action is through meetings. Unfortunately, however, only a small percentage of meetings are led and managed in ways that yield meaningful results. The ability to lead productive meetings that facilitate action is essential to creating effective teams.

Through this session, participants will learn to identify the keys to effectiveness and productivity in teams and meetings, and apply strategies to maximize their team's effectiveness.

Program Objectives

Participants will be able to:

1. Identify the four pillars of effective teams,
2. Describe the five stages of team development
3. Explain five common dysfunctions of a team and strategies for overcoming these
4. Assess their own team's performance and identify action steps to enhance effectiveness
5. Describe common pitfalls that lead meetings to become unproductive and actions a meeting leader can take to improve results.