

Teamwork Questionnaire

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Select a team on which you are currently a member and then using the following scale, indicate the frequency with which the team effectively uses each of the following behaviours by placing the appropriate number before each item:

1. Very rarely 2. Rarely 3. Sometimes 4. Frequently 5. Very Frequently

1. ___ When working on projects, teams in our school take the time to clearly define their goals and objectives.
2. ___ During team discussions, team members regularly build on the ideas of others.
3. ___ During team meetings, team members regularly encourage the contributions of others.
4. ___ During team meetings, team leaders use strategies to stay on track to reach the team's objectives.
5. ___ During team meetings, team leaders usually check on how people feel about how the team is functioning.
6. ___ Team leaders use strategies to efficiently move the discussion forward on key items on the agenda.
7. ___ Humour is appropriately used during team meetings to encourage participation and facilitate a sense of belonging to the team.
8. ___ In cooperation with team members, team leaders are able to facilitate making important decisions in a collaborative and effective manner.
9. ___ At the end of team meetings, follow-up responsibilities are clarified and assigned.
10. ___ During team meetings, when tensions arise team leaders use strategies to channel discussions in a positive and productive direction.

Scoring: Simply add the score that you assigned to each item. A total score of 40 or more indicates that your team is working in a relatively effective manner. A score from 34 to 39 indicates that the team is working quite well but there are areas that might be improved. A score below 33 generally indicates that the team needs to dedicate some time to building its teamwork skills. The team building resources on this website can be of help in the capacity building process.

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