The Art of Teamwork Toolkit



Thought starters

Worksheets:

My best/my worst

Reflect on the conditions that make you most successful on teams.

Profile of me

Develop a profile of your preferred working styles to share with your team.

5-10 min

15-20 min

Awareness and inclusion Thought starters The Art of Teamwork Toolkit

What are awareness and inclusion?

An understanding of self and others that enables teams to navigate interpersonal dynamics and foster inclusion.

Awareness and inclusion are about respecting differences, not resolving them.

Awareness and inclusion are about honoring your team and the viewpoints they bring.

More like: Less like:

Being aware of different needs and preferences.

Mandating a certain way of working.

Awareness and inclusion are about understanding your own needs.

More like:

"These are the conditions that make me able to best contribute to the team."

"This is how you need to work with me."

Less like:

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My best/ my worst

Reflect on the conditions that make you most successful on teams.

Think about moments when you are at your best and worst. Understanding both will help you better communicate the conditions that enable you to do your best work.

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When are you at your best?	When are you at your worst?
What situations, tasks, people, etc. contribute to this?	What situations, tasks, people, etc. contribute to this?
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What conditions do you need to keep working this way?	What would you need to change to remediate these issues in the future?
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Profile of me

Develop a profile of how you like to work that you can share with your team.

Imagine you joined a new team today. What are the top things you'd want your teammates to know before they begin working with you? Be sure to include things you've learned about yourself from other experiences, friends, colleagues, and beyond.

Things you can count on me for	Things I may need help with
My preferred way of receiving feedback is	Ways I'm looking to grow
I'm most successful when	I get stressed if

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