

## Checklist – Team Fundamentals (Y or N check boxes)

### **1. Common Ground Does the team share a common vision and sense of purpose?**

- ☐ We agree on who our team's "customers" are and what they expect from us.
- ☐ We all agree on what our team's purpose (core tasks and responsibilities) is.
- ☐ We operate from a common set of values.

### **2. Commitment Is the team committed to its mission and to each other as team members?**

- ☐ We are all committed to the successful achievement of the team's goals.
- ☐ No one works toward personal goals at the expense of the team.
- ☐ We are committed to each other's success and compensate for one another when one of us falters.
- ☐ We are committed to fulfilling the agreements we make with each other and with others outside of the team.
- ☐ We respect the views of our team mates even when we don't agree with them.

### **3. Capability Does the team have the necessary skills to manage group process?**

- ☐ Each of us is open to changing his or her point of view.
- ☐ We listen attentively and respectfully to each other.
- ☐ Each of us is good at expressing our own needs.
- ☐ We have an open, honest climate; we can talk about anything.
- ☐ We trust and respect one another.
- ☐ We encourage discussion of differing opinions.