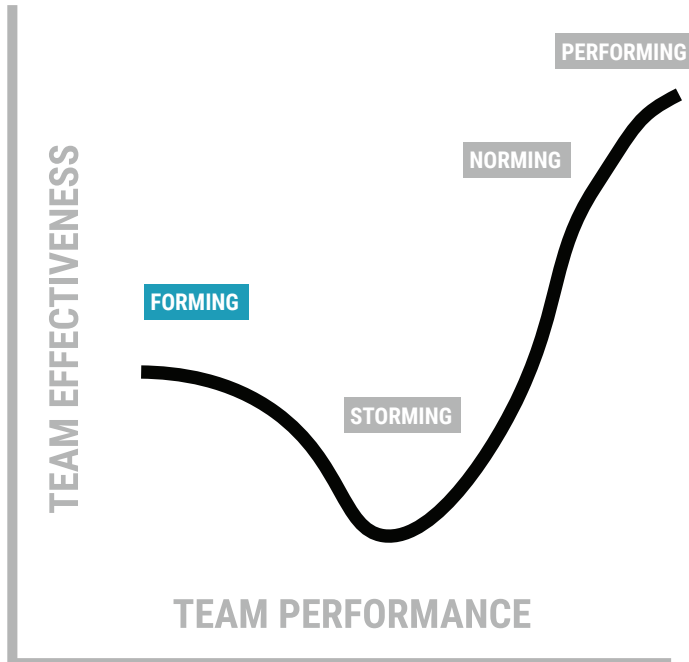


# TEAM DEVELOPMENT INSIGHTS

Cloverleaf and the Talent Magnet Institute would like to provide tips for team development at each stage of Tuckman's model for team development. You may know this model as the Forming, Storming, Norming and Performing model. It is intended to represent the ups and downs of team development that all teams go through. Our goal is to help you with ideas to get through storming faster and get your team to higher levels of productivity.

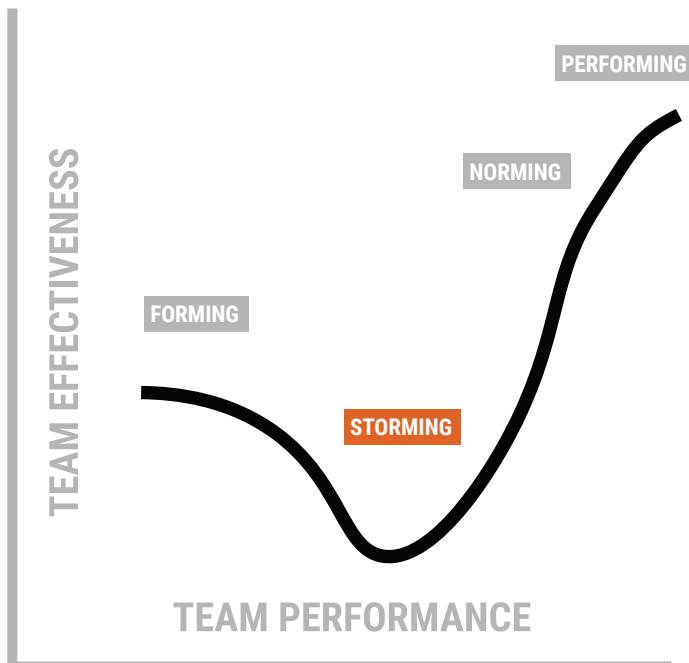


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## FORMING

The team assembles and works to understand objectives and outcomes. The newly formed team then agrees on goals and begins to tackle the tasks.



## STORMING

This stage starts when team members begin to voice their opinions, push boundaries with each other and experience conflict as power is assigned.

## SELECTION PROCESS

Whether assembling a new team or adding someone to an existing team you need a way to inventory your needs (skills, strengths, experience) and understand where you have gaps and how team members can contribute to the over-arching team goal.

## ONBOARDING

Great teams have a clear plan for what is needed to do the job. Resources that are accessible and clearly defined on day one helps with team members productivity. Without resources team members can become frustrated and disengaged.

## KICK-OFF MEETING

Whether assembling a new team or adding someone to an existing team you need a way to inventory your needs (skills, strengths, experience) and understand where you have gaps and how team members can contribute to the over-arching team goal.

## COACHING

High performance teams have a coach that has the respect of all team members and is able to mediate disagreements or offer an independent perspective and advice for moving forward. The coach isn't necessarily the team leader but often is.

## MANAGEMENT TOOLS

Provide access to psychometric tools such as those offered by Cloverleaf (examples include Myers Briggs or DISC) that give team members the framework to think about differences in work styles and leads to an appreciate of each other and related contributions.

## ACCOUNTABILITY

Teams that excel have a sense of accountability. This includes personal accountability and leadership accountability. Appropriate and healthy peer pressure to deliver on commitments keep the team on track and develops mutual respect.

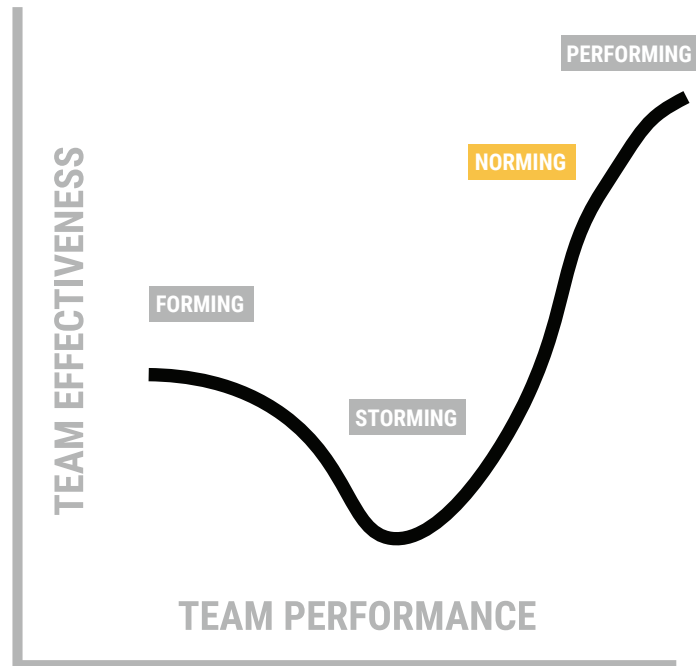
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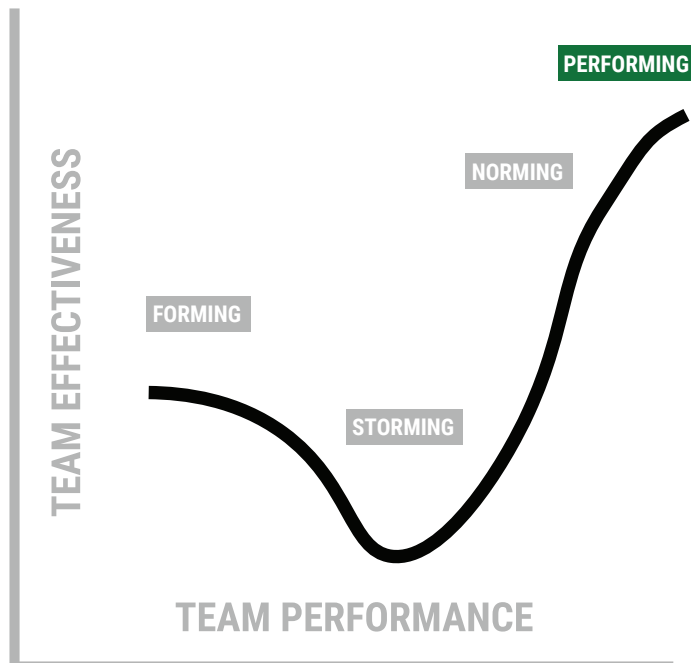


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## NORMING

The team assembles and works to understand objectives and outcomes. The newly formed team then agrees on goals and begins to tackle the tasks.



## PERFORMING

With roles clearly established, group members focus on achieving common goals and are now competent and autonomous.

## PERSONAL INSIGHTS

Whether assembling a new team or adding someone to an existing team you need a way to inventory your needs (skills, strengths, experience) and understand where you have gaps and how team members can contribute to the over-arching team goal.

## STANDUPS

Great teams have a clear plan for what is needed to do the job. Resources that are accessible and clearly defined on day one helps with team members productivity. Without resources team members can become frustrated and disengaged.

## RETROSPECTIVES

Whether assembling a new team or adding someone to an existing team you need a way to inventory your needs (skills, strengths, experience) and understand where you have gaps and how team members can contribute to the over-arching team goal.

## RHYTHMS

Keeping a consistent rhythm week to week provides team members with the framework of a schedule for them to work within. For example, specified work from home days, meeting times and team lunches keeps the guesswork out of scheduling, and creates consistency and productivity for the team.

## ENVIRONMENT

Understand what type of physical work environment energizes and focuses each member of your team and work to provide options that best suit the team. Creating an environment with multiple options is key!

## SUCCESS MEASUREMENT

Specific measurable outcomes are clearly communicated and visible to the team. This could include a scorecard, KPI's or progress reports that are constantly updated and agreed to by all team members.

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