

## Team Transitioning

A team transition, addition or deletion of a new team member, is a **GREAT** opportunity for your team to discuss and explore how [Team Agreements](#), ground rules, decision-making processes, support mechanisms, role division, and conflict resolution strategies can be re-established and refined for more team effectiveness.

Prior to beginning new teamwork, look back at your work with your previous team. Consider having as structured **Debrief/Reflection/Feedback** conversation. Bring forward what you learned to the new team. Take time to about the topics below and then write down what agreements you make. We guarantee you will find this work a good return on investment. This process is an essential part of working on teams here at RRU serving your enhancement of those competencies.

### Build Trust and Rapport:

- Share a bit of information (personal and professional) with each other. Use your **Personality** and **Conflict Management Styles Assessments** and discuss how it relates to your team dynamics. ([ITP Metrics website](#))
- As a team, review the questions posed in [Building Teams Right – Preparation](#).
- What strengths and challenges might be observed in your new team?
- Share what keeps you engaged and what causes you to withdraw from a team. How can your teammates help if you start to disengage?
- How can your teammate's best support you during the team process? (use the document **Building Effective Support** as a framework)
- Do you have any "stories" to check out? Sometimes we make assumptions about others based on things we've heard or observed from others. Be curious and open-minded about your new team members.

### Discuss Team Agreements:

- What are your commitments and ground rules? How will you record these (Eg. Team Agreement, Code of Conduct)?
- What communication approaches have been working in your previous teams? What hasn't worked and what would you do differently this time?
- What learning strategies have been working well? What process have you incorporated? (ie: [S.U.I.T.](#)).
- How will you work collaboratively? What technology and structure have you set up? (Recommended: Google Docs, making your work transparent to others)
- What will your decision-making processes be as a team? Consensus, democracy, project lead is the final decision maker, or by other means?
- What [Roles and Responsibilities](#) are important to consider? Are they well defined?
- How will you approach and address conflict? Are you familiar with the [Working Through Team Challenges](#) document?