

TEAM WORK

COURSE SCHEDULE – 1 DAY

TEAM WORK – WORKING AS A PROJECT TEAM MEMBER – UNIT STANDARD 120379

SECTION 1: INTRODUCTION TO TEAMWORK

- INTRODUCTION
- TEAM INTERFACES AND TEAM ROLES
- DISRUPTIVE BEHAVIOURS AND THEIR CONSEQUENCES
- CONSTRUCTIVE, NON-DISRUPTIVE BEHAVIOURS

SECTION 2: IMPROVING TEAM PERFORMANCE

- INTRODUCTION
- CONSULTATION AND JOINT DECISION- MAKING
- WORKING WITH OTHER TEAM MEMBERS
- CAUSES OF TEAM CONFLICTS & MANAGEMENT

SECTION 3: BUILDING RELATIONS-TEAM AND STAKEHOLDERS

- INTRODUCTION
- IMPORTANCE OF BUILDING RELATIONS
- DOCUMENTATION & IMPLEMENTATION OF INSTANCES OF BUILDING RELATIONS BETWEEN TEAM MEMBERS & STAKEHOLDERS
- THE IMPORTANCE OF HONOURING COMMITMENTS
- METHODS AND TECHNIQUES FOR BUILDING TEAM COHERENCE AND SPIRIT
- FEEDBACK

SECTION 4: ENHANCING INTERACTION BETWEEN TEAM MEMBERS

- INTRODUCTION
- THE IMPORTANCE OF SHOWING RESPECT
- BEHAVIOURS THAT ARE OF CONCERN TO INDIVIDUALS
- HOW TO MODIFY AND CHANGE OWN BEHAVIOUR

SECTION 5: STRATEGIES TO DEAL WITH CONFLICT

- TYPES OF CONFLICT
- STRATEGIES FOR CREATING A POSITIVE WORKING ENVIRONMENT
- SITUATIONS THAT HAMPER EFFICIENCY IN A PROJECT
- SUPPORT SYSTEMS

Contact us for date availability on:

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