

Teamwork Skills



Learn The Skills of Building and Managing Teamwork and Ways to Motivate Individuals and Raise the Level of Their Performance and Production.

Training Background

This program provides the participants with a better awareness of the concept of teamwork in various fields and the high value of working within a team. The program aims to train the participant in team skills and interaction with others in the workplace, which serve the interest of the team and the organization in general.

Participants in the program will learn about the characteristics of teamwork, the different types of teams, the individual's style of working within the group, the qualities that characterize an effective team, the stages of team formation and preparation according to "Tuckman", and how to navigate through the stages, in addition to teamwork skills, team building and effective communication skills within the team.

The program will also explain the concept of teamwork, how to develop team spirit in work establishments of all kinds, proper methods for dealing with difficult personalities within the team, methods for solving problems among members, and the involvement and growth of individuals within the team framework. The program clarifies everything related to teamwork skills within the work team through practical applications.

Training Objectives

By the end of this training, we expect the participants to have a deeper understanding of the importance of teamwork skills through:

- Understand the importance of working within a highly efficient team.
- Knowing the different types of teams and how to use it.
- Determine your personal style of working within a team.
- Knowing and using the four phases of team building according to "Tuckman".
- Learn the 12 Traits of a Highly Effective Team.
- Building trust as an essential component of the team.
- Practicing team communication as a key skill to work in a team.
- Use of problem-solving skills within the team.
- Knowing how to properly deal with difficult personalities within the team.
- Develop team spirit in work organizations of all kinds.

Training Methodology

This program consists of 3 days, each day consists of a set of lectures, each of which was 15-30 minutes long, in addition to a number of case studies and assignments. The course also includes discussion panels following each topic to interact with the coach and group members to help each other and exchange opinions and productive ideas.

Who Should Attend?

This program is necessary for anyone who wants to obtain the skills that make him able to interact and lead others, whether within small or large work groups in large companies and institutions, and their work requires building and leading work teams, as well as anyone who works within teamwork to learn how to transform from a passive member to an effective one that is irreplaceable within his team and workplace.

Our Trainers

Our trainers are not only the most qualified professionally, but they are also the most capable of delivering information to the trainees. We rely on their selection, in addition to their high scientific specializations, on their experiences and personal abilities in implementing training programs of high value and positive returns, so that the training process does not become a mere waste of time and effort, but rather a real development of capabilities, skills and practical benefit acquired by our clients and their staff and practiced virtually to improve their overall performance.

Evaluation Criteria

In Arizanti Academy, we believe that accurate evaluation of training programs, based on scientific foundations and well-thought-out criteria, is the best way to achieve the desired goals of training, achieve maximum benefit from the program, and provide trainees with scientific knowledge, experience and practical skills.

Therefore, we have built our evaluation systems based on accreditation and compatibility with a set of evaluation systems and international standards, where we rely in our work on:

1. Evaluation of the training program on the morning of the second day (if the program lasts for more than one day) to avoid any shortcomings in the program, and to achieve the objectives of the participants as groups and individuals.
2. Participants' evaluation of the training material, the trainer, the place of training, training services and coordination on the last day of the program (this report is analyzed and the results are sent with the original evaluation sheets to the client with the final report).

What would you learn and practice?

Day 1 *(Fundamentals and objectives of working within a team)*

The purpose of this unit is to introduce the topic of working within a team by identifying the concept of team work and what it adds to the value of the performed work and its motives, in addition to knowing the types of work teams in general and benefiting from them in practice. Effective team work and how to properly deal with it.

At the end of this day the trainees were able to have a better understanding of:

- Understanding the concept of teamwork and its types.
- Practical knowledge of the reasons and benefits of working in a team.
- Determine the individual style of working in a team.
- Identifying teamwork obstacles and challenges and ways of overcoming them.

Day 2 *(Principles and techniques of effective team building and identifying its essential qualities.)*

The purpose of this unit is to help the participants learn the correct team building techniques for high productivity and collective intelligence, by identifying the stages of team building according to Tuckman's (Tuckman's Stages of Group Development) and how to measure the current stage of the learner's work team and the ten basic qualities of an effective team, In addition to how to use the ten qualities as a checklist for the status of the staff on an ongoing basis.

At the end of this day the trainees were able to have a better understanding of:

- Identifying the phases of team building according to "Tuckman".
- Measuring the current stage of the participant's teamwork.
- Identify the ten essential qualities of an effective team.
- Use the ten qualities as a checklist to develop the work team on an ongoing basis.

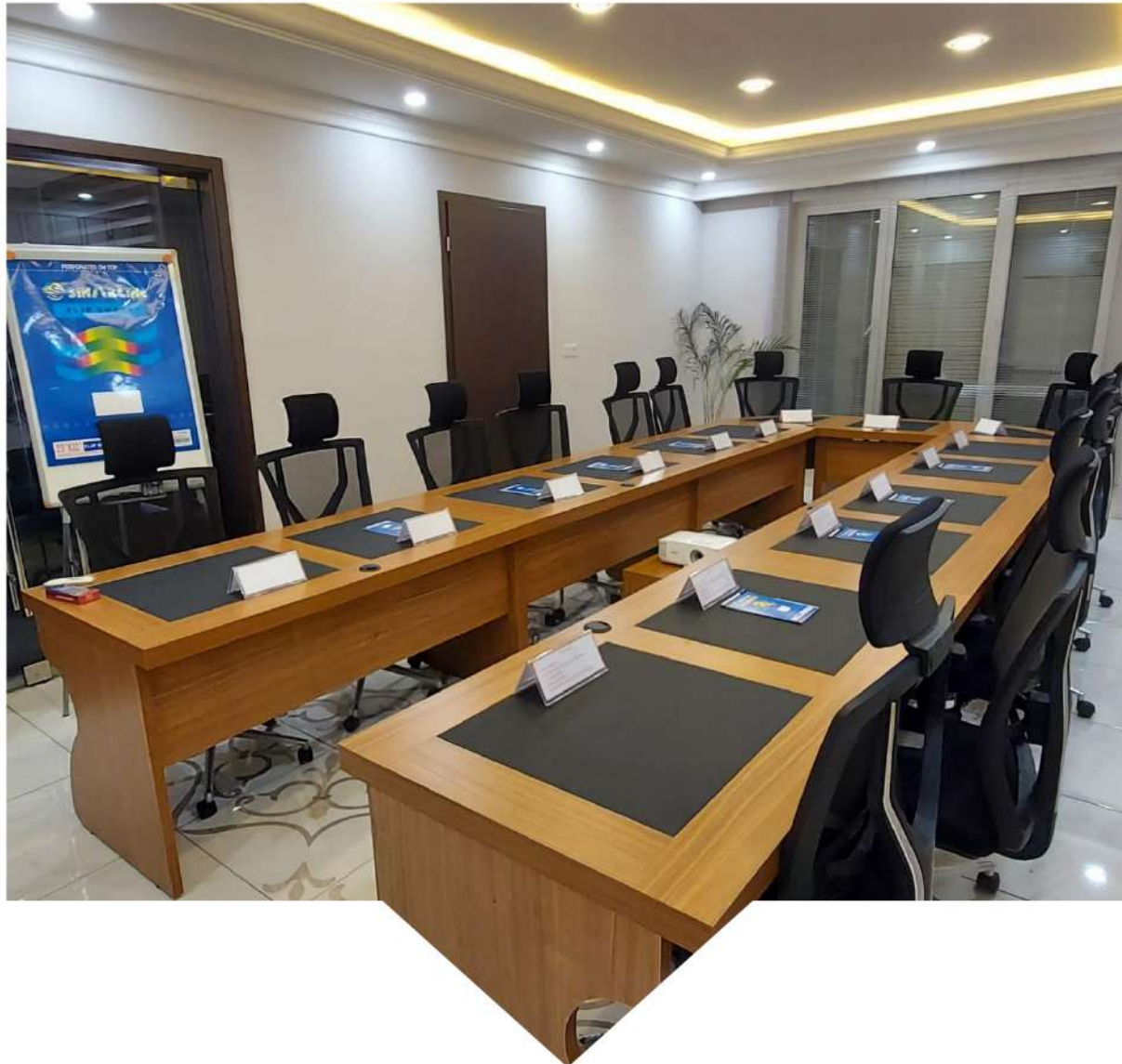
Day 3 *(How to deal with team challenges)*

The purpose of this unit is to help the participant to deal properly and effectively with the challenges facing the team, whether within the team meetings or in general through the difficult behaviors of some team members and ways to deal with them, as well as some important ideas about the role of the team leader.

At the end of this day the trainees were able to have a better understanding of:

- Identifying the challenges of teamwork and dealing with them properly.
- Identifying difficult personalities within the team and ways to deal with them.
- Identifying the qualities of an effective team leader.

Learn with us



Contact Us

Address: Villa No. R3/169, New Azadi-Atconz, Erbil.

Phone: 07505224455 - 07805224455

E-mail: info@arizanti.com

www.arizanti.com

