

## Team Building Check List

<b>Level One</b>	<b><i>Team Member Team Leader Relationship</i></b>	<b>Yes, No, or Sometimes</b>		
1. I know what is expected of me at work.				
2. I have the materials I need to do my work right.				
3. On the job, I have the opportunity to do what I do best every day.				
4. In the last 7 days, I've received recognition or praise for doing good work.				
5. My team leader or someone at work seems to care about me as a person.				
6. There is someone at work who encourages my development.				
<b>Level Two</b>	<b><i>Environment for Teambuilding</i></b>			
7. We are energized and share fond memories.				
8. We regularly diagnose our strengths and weaknesses.				
9. We celebrate our successes.				
10. Lines of communication are open.				
11. We were involved in making decisions that affect us most.				
12. We have appreciation for one another's unique style and talent.				
13. We trust one another.				
14. We collaborate on solving problems.				
15. We've identified a performance goal worthy of a team effort.				
<b>Level Three</b>	<b><i>Our Behavior: How We work Together</i></b>			
16. We have a list of Guiding Principles that will direct our behavior.				
17. We have linked our Guiding Principles to performance goals.				
18. We have an internal champion to ensure implementation.				
19. We have a decision making process.				
20. We are on track with our implementation.				
21. We regularly evaluate our results.				
<b>Level Four</b>	<b><i>Our Mission: What We Work Together On</i></b>			
22. We've committed to our own Compelling Mission Statement (CMS™).				
23. We've created a glossary that further defines the CMS™.				
24. We're clear on our roles and responsibilities.				
25. We understand our goals and strategies.				
26. We have an internal champion to support implementation.				
27. We hold one another mutually accountable for all team results.				
28. We're committed to one another's personal growth and success.				
29. We regularly evaluate our results.				
30. We update our CMS™ every 6 months.				
<b>Total</b>				