

Fostering Teamwork

How well do your employees work together? Do they see themselves as part of a team with a common purpose? You had better hope so because a group of people who only care about themselves and their needs will never work well together to deliver high quality service.

Yet you cannot expect that every person you hire will be focused on teamwork unless you make it a priority and encourage it by your daily reinforcement and example. Ultimately, the level and quality of teamwork in any group is dependent upon their leader.

Here are the basic requirements of teamwork. Make sure your employees buy into them and practice them in their daily work habits.

Because we are a team committed to a common effort, we:

- Treat co-workers with courtesy and respect.
- Are considerate of co-workers. Cooperation and understanding make everyone's job easier and more enjoyable.
- Recognize accomplishment and thank co-workers for their efforts.
- Understand that every employee contributes regardless of position.
- Offer assistance and ask for help whenever necessary – this is, after all, the hallmark of a team.