Team Evaluation

Don't wait until things go wrong to evaluate team performance. Teams need to evaluate themselves on a regular basis to identify what is working and not working. Members should then seek to understand what is going on and what they can do increase their success. Don't just focus on the things that aren't going well, identify the things that are, the strengths that can be built upon. Identify what should stop, start, and continue.

The team members can evaluate the team against a list of questions they have developed or use a third-party survey. As with all data collection, the team should determine what they want to understand, monitor, or prove before selecting a data collection method. Do they want to understand a specific area of performance (e.g. meeting team expectations, having the right skills, dealing with conflict) or do they want to focus on general performance? Is there are particular problem that the team is trying to address, are they trying to prevent future problems, or are they trying to identify opportunities? Once the focus on the data collection is identified, the team can then determine what type of data they need to gather and how they will gather the data (when, where, how)?

Once the team has gathered data, they should discuss it to understand the things going well and celebrate them. They should then identify root causes for the things that aren't going well and create goals to improve performance.

One way the team can assess themselves is to have each team member identify what they think are the most important characteristics of a high-performing team. Once the team creates a list, they can give themselves a rating for their performance. This can be done via survey, group discussion, or both.

Characteristics of a High Performing Team	Rating 3 – Highly Effective 2 – Effective 1 – Needs Improvement	What Needs to Be Done to Improve?