



**Be a great  
place to work**



**Team reflection can help guide continuous improvement.**  
Allow time in your team to talk through improvements, service changes and other challenges. Reflecting on where you are now, sharing improvement ideas and problem solving together will **improve communication skills, enhance collaboration and build trust.**

**Time to reflect. Here are some questions to get you started...**

### **Building an effective team**

What is our team purpose?  
Do we have agreed ways of working together?  
Do we all know and understand our team objectives?  
Do we understand one another as individuals?  
Do we offer constructive feedback to one another?  
Do we regularly reflect on how we work as a team?  
How can we create psychological safety in our team?

### **Implementing and sustaining improvements**

How can we make sure the changes we are implementing are sustainable?  
Do we regularly reflect on our learnt experiences?  
How do we address challenges as a team?  
Do we share our successes enough?

### **Current state**

What are our team strengths and areas for development?  
How can we utilise our strengths more effectively?  
What areas for development need to be addressed?  
How do we approach problem solving and innovation?  
Are there established processes for identifying and addressing issues? How effective are they?

### **Encouraging collaboration and communication**

How effective is our team communication?  
How can we improve how we share information?  
How well do we collaborate with other teams?  
What collaborative successes have we had?  
What can we do to strengthen these relationships?

### **Setting goals and objectives**

What are our short and long-term improvement goals?  
Are these aligned with the organisation's objectives?  
How will achieving them benefit the team and organisation?  
What will success look like and how will we measure it?

### **Acknowledging feedback**

What feedback have we received from other team members, stakeholders, or partners?  
How do we respond to this feedback?  
What feedback themes keep recurring, and what actions have we taken to address them?

### **Fostering a continuous improvement culture**

How do we encourage a continuous improvement culture?  
What behaviours are we modelling to support this culture?  
How do we encourage the sharing of ideas and solutions?  
How do we celebrate improvements and innovations?  
How can we better acknowledge contributions?

### **Moving to the future**

What proactive steps can we take to prepare for future changes and challenges?  
How can we better respond to future challenges?  
How can we build greater resilience within the team?

**Search 'team development resources' on the intranet for more like this!**