

## Team Effectiveness Survey

(rate on a scale of 1 to 7)

### 1. Goal Clarity

Are goals and objectives clearly understood and accepted by all members?

1                      2                      3                      4                      5                      6                      7

Goals and objectives aren't known, understood or accepted

Goals and objectives clear and accepted

### 2. Participation

Is everyone involved and heard during group discussions or is there a tyranny of minority?

1                      2                      3                      4                      5                      6                      7

A few people tend to dominate

Everyone is active and has a say

### 3. Consultation

Are team members consulted on matters concerning them?

1                      2                      3                      4                      5                      6                      7

We are seldom consulted

Team members are always consulted

### 4. Decision Making

Is the group both objective and effective at making decisions?

1                      2                      3                      4                      5                      6                      7

The team is ineffective at reaching decisions

The team is very effective at reaching decisions

## Team Effectiveness Survey - Continued

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### 5. Roles and Responsibilities

When action is planned, are clear assignments made and accepted?

1                      2                      3                      4                      5                      6                      7

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Roles are poorly defined

Roles are clearly defined

### 6. Procedures

Does the team have clear rules, methods and procedures to guide it? Are there agreed upon methods for problem-solving?

1                      2                      3                      4                      5                      6                      7

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There is little structure and  
we lack procedures

The team has clear rules  
and procedures

### 7. Communications

Are communications between members open and honest? Do members actively listen?

1                      2                      3                      4                      5                      6                      7

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Communications are not open  
Not enough listening

Communication are open  
People listen

### 8. Confronting Difficulties

Are difficult or uncomfortable issues openly worked through or are conflicts avoided?

1                      2                      3                      4                      5                      6                      7

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Difficulties are avoided  
Little direct conflict management

Problems are openly addressed  
Conflicts are resolved effectively

## Team Effectiveness Survey - Continued

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### 9. Openness and Trust

Are team members open in their transactions? Are there hidden agendas? Do members feel free to be candid?

1                      2                      3                      4                      5                      6                      7

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Individuals are guarded  
and hide motives

Everyone is open and speaks freely

### 10. Commitment

How committed are team members to deadlines, meetings, and other team activities?

1                      2                      3                      4                      5                      6                      7

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Deadlines and commitments  
are often missed

Total Commitment

### 11. Support

Do team members pull full each other? What happens when one person makes a mistake? Do members help each other?

1                      2                      3                      4                      5                      6                      7

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Little evidence of support

Lots of support

### 12. Risk Taking

Do team members feel they can try new things, risk failure? Does the team encourage risk?

1                      2                      3                      4                      5                      6                      7

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Little support for risk

Lots of support for risk

## Team Effectiveness Survey - Continued

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### 13. Atmosphere

Is the team atmosphere informal, comfortable and relaxed?

1                      2                      3                      4                      5                      6                      7

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The team spirit is tense

The team is comfortable and relaxed

### 14. Leadership

Are leadership roles shared, or do the same people dominate and control?

1                      2                      3                      4                      5                      6                      7

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A few people dominate

Leadership is evenly shared

### 15. Evaluation

Does the team routinely stop and evaluate how it's doing in order to improve?

1                      2                      3                      4                      5                      6                      7

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We never evaluate

We regularly evaluate

### 16. Meetings

Are meetings orderly, well planned and productive?

1                      2                      3                      4                      5                      6                      7

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Waste of time

Couldn't be better

### 17. Fun

Is there an "esprit de corps," or sense of fun, on this team?

1                      2                      3                      4                      5                      6                      7

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Humbug!

We have fun!