BIRKMAN

High-Performing Teams: Building The Foundation

The velocity in today's technologically-driven marketplace creates so much uncertainty that many teams are often not equipped to solve the complex, changing problems they face. To combat this disruption, high-performing teams are driven by a common Purpose, and they continuously work together to create an environment of Clarity and Psychological Safety. This foundation can help teams better align and collaborate more effectively in agile environments.

Our new, solution-first *High-Performing Teams: Building The Foundation* **workshop provides a complete framework with tools to drive awareness, action, and enhance how your teams work together. The three pillars of this workshop include:**

HIGH - PERFORMING TEAMS

Purpose:
Why the team exists, how they help the organization, and how stakeholders and customers benefit

Clarity:
Alignment between people and tasks to achieve team goals

Pyschological Safety:
An environment where team members can take interpersonal risks that improve learnings and increase collaboration

Key Workshop Features

Help employees learn the skills and strategies to build three important elements into their team: Purpose, Clarity and Psychological Safety

Targeted personality and perception data that drive awareness and recognition of individual and team differentiators

Turnkey workshop tools ready for organizations to implement with in-tact teams

Understanding of individual and team strengths, overused strengths, motivators, and expectations

Tips for self-management that increase emotional intelligence and help improve collaboration

Comprehensive facilitator guide, covering 8 hours of learning content that can be broken into 2 hour segments

Custom workbooks for each participant featuring individual and team Birkman data integrated throughout a series of over 20 reflection questions and activities

Action plan to develop purpose, clairty, and psychological safety to create the operational stability needed for teams to solve complex problems

Let's Solve Together. Start the Conversation
www.birkman.com | +1 (713) 623-2760 | connect@birkman.com

Empower People and Performance

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"This is a great workshop that will benefit our organization in this time of change."

- L&D Professional, Health Industry

Why Your Teams Should Participate

- Create **focus and alignment** within the team

- **Discover the work that engages team members** using their underlying motivators

- Evaluate team functional responsibilities and **clarify roles** more efficiently

- Nurture the work environment best suited for each team member to **optimize their performance**

- Leverage all perspectives and improve team performance by utilizing the **diverse skills and viewpoints** on the team

- Get your team to the **next level of performance**

- Emphasize **open communication, transparency,** and **trust** to better work through team challenges

- **Uncover projects and initiatives** that the team won't naturally prioritize

- Develop action plans to **immediately start improving team performance**

- **Increase emotional intelligence** within your team

"Understandable, clear, action-oriented. Loved it!"

- L&D Professional, Oil & Gas Industry

Participant Responses

82% rated workshop relevance as "significantly above expectations"

96% rated content "above expectations"

94% anticipate organizational change as a result of this workshop

96% rated overall workshop satisfaction "above expectations"

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Empower People and Performance

High-Performing Teams

Building The Foundation

Prepared For

Dana Demo (XXXXXX)
September 25, 2019

Team Name

Demo Team

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The Birkman Method

The Birkman Method is a valuable tool to help high-performing teams uncover their Purpose as well as create Clarity and Psychological Safety. Birkman helps individuals and teams bring awareness to their Usual Behaviors in addition to the Interests and Needs they have in the workplace. When individuals can talk more clearly about their unique behaviors, and even more, better understand the approaches of others, teams can be more effective and intentionally leverage everyone's diverse styles.

Birkman...

is an assessment company that has helped people in the workplace since 1951	uses a scientifically reliable and valid approach to understand workplace dynamics	provides insight into behavioral and occupational information	is a tool with a global reach across 6 continents and 70 countries

"The reality of life is that your perceptions
—right or wrong—influence everything else you do.

When you get a proper perspective of your perceptions,
you may be surprised how many other things fall into place."

Dr. Roger Birkman, founder and creator of The Birkman Method

There are three core insights from The Birkman Method that will help build your high-performing team:

1. Usual Behavior

2. Interests

3. Needs

Leveraging Your Diverse Strengths

High-performing teams recognize and appreciate that team members can utilize a variety of behavioral approaches to achieve success and that the best teams intentionally leverage their diverse strengths..

Your Usual Behavior shows that you tend to be Insistent, Assertive, and Social. Take a moment to reflect on how these behaviors characterize your approach at work. In the space below, write about how these behaviors act as strengths and specific ways you can leverage them in the future.

Insistent

How this behavior is a strength for me:

- You are thorough when planning and preparing.

- You tend to work carefully and strive for accuracy.

- You approach projects in a structured and methodical manner.

_____

_____

_____

Assertive

How this behavior is a strength for me:

- You naturally speak up and express your opinions openly.

- You seek to influence and convince others of your point of view.

- You are quick to take a stand and enjoy exercising authority.

_____

_____

_____

Social

How this behavior is a strength for me:

- You have a friendly and approachable style.

- You tend to be active in group discussions and meetings.

- You find it easy to start conversations, even with new people.

_____

_____

_____

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Your Team's Overused Strengths

Below are the three ways that your team's strengths can turn into liabilities

Paced

At times, does your team's Paced style come across as being too slow to act?

Tips to keep in mind:

- Be intentional about completing tasks rather than only thinking about them

- Create a checklist of items to get done every day

- Put dedicated time toward thinking and use the rest of your time for implementation

Expressive

At times, does your team's Expressive style come across as being too emotionally charged?

Tips to keep in mind:

- Focus on practical ideas and outcomes

- Emphasize facts and concrete objectives

- Communicate in a slow, methodical manner

Reflective

At times, does your team's Reflective style come across as though members are over-processing information?

Tips to keep in mind:

- Emphasize immediate execution and actionable next steps

- Simplify problems and decisions by intentionally focusing on core issues only

- Make decisions at an 80% confidence level, not 100%

Have you seen these behaviors play out in an ineffective way on your team? What are the signs that your team may be over-using these behaviors?

_____
_____
_____

How might your team benefit from the opposite approach of being **Active**, **Practical**, and **Decisive**? What effective tactics might you consider employing? You can reference the Glossary of Usual Behaviors for definitions.

_____
_____
_____

What are three action items your team can commit to doing when you see these behaviors turn into liabilities? How can your team manage these behavioral challenges more effectively in the future?

_____

Your Interests at Work

High-performing teams understand that each team member is motivated in different ways. They ensure that all Interest areas are accounted for, even those that they do not naturally prioritize.

Your Motivational Focus shows what activities you are most likely to prioritize and value, as well as the enviroments you are most likely to engage in based on your birkman Interests. Below you can see how much you focus on each Interest relative to the others. *For reference, the average level of each Interest for the general workplace population is 50, and the maximum value is 99.* How much are you more or less motivated by each one?

Your Motivational Focus
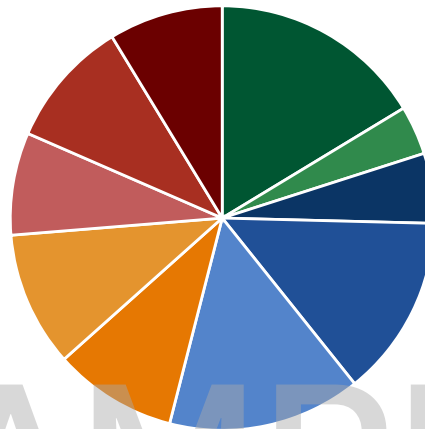
Outdoor 49	Activities or projects with physical movement and exposure to natural elements	**Persuasive** 92	Influencing others to your point of view through the use of verbal communication
Technical 55	Knowing how things work as well as using technology and machinery	**Social Service** 21	Personally helping or advocating for others
Scientific 44	Analyzing and discovering why things are the way they are	**Musical** 30	Auditory sensitivity to sound, including tone of voice and noise in your environment
Processes 58	Administration of systems and project management	**Visual** 78	Creating an impact through aesthetics and design
Numerical 53	Financial or data analysis and analyzing metrics	**Literary** 83	Composing thoughts and gathering information through reading and writing

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Motivating Your Team

Below is a graph of your team's top motivators, which reveals how many members have an above average Interest in each area. Pay attention to the motivational areas that are most extreme for your team.

Your Team's Top Motivators
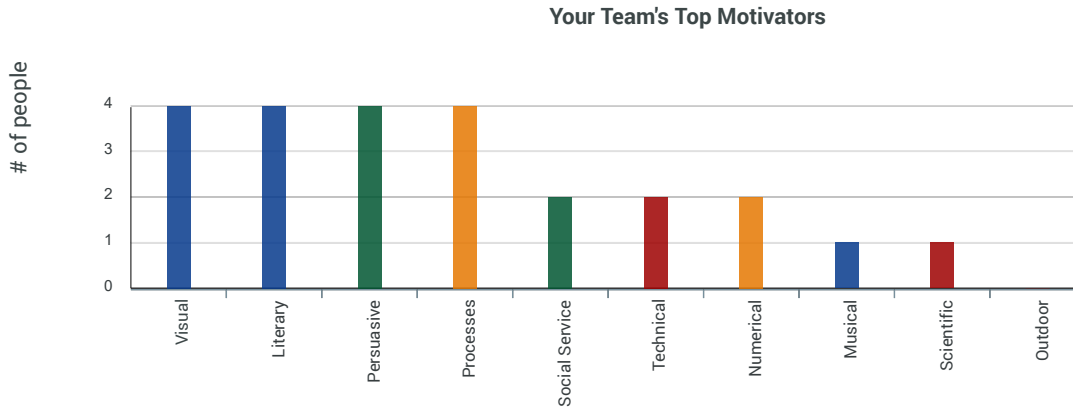
IMPLEMENTING	Interest in implementation and hands-on work. Solving practical problems.
ANALYZING	Interest in working with data and processes. Doing detailed work.
COMMUNICATING	Interest in working directly with people. Influencing others.
IDEATING	Interest in creative and strategic projects. Working with ideas.

What areas is your team the least interested in? Do you need to prioritize these areas more in the work you do? Based on your team's function, might this be a blind spot you need to be aware of?

_____

_____

_____

What areas is your team the least interested in? Do you need to prioritize these areas more in the work you do? Based on your team's function, might this be a blind spot you need to be aware of?

_____

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Communicating Your Needs

High-performing teams are aware that each member has different Needs. Team members know how to communicate these expectations to ensure they get the support they prefer from their work environment to be most productive.

Below you will find information on your top three Needs, which are Social Inclusion, Downtime, and Directive Authority. Review your Needs and identify specific actions you can take or phrases you can communicate to help get your Needs fulfilled.

Social Inclusion

Do you ever feel overwhelmed when you have too much time alone? That may be because you expect social inclusion from others.

You may find that:
- You need to feel included and accepted in social activities and group work.

- You prefer to have many acquaintances.

Communicating my Needs:

_____

_____

_____

Downtime

Do you ever feel overwhelmed by too many immediate demands? That may be because you expect downtime in your schedule.

You may find that:
- You expect to have time to allow for thinking and planning.

- You prefer to slow down your pace at times.

Communicating my Needs:

_____

_____

_____

Directive Authority

Do you ever feel frustrated when you don't have the opportunity to openly share your opinions? That may be because you expect a directive authority from others.

You may find that:
- You need strong, clear, verbal direction from superiors.

- You prefer environments that encourage the voicing of opinions.

Communicating my Needs:

_____

_____

_____

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Action Plan: Team Analysis

It's important to document next steps and to put insights into action. Work with your team to complete the Team Analysis below.

Purpose	Clarity	Psychological Safety

Team Current Climate		

Key Learnings		

SAMPLE

Challenges and Opportunities for Development		

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Impact Future Outcomes

Now, using your findings from the "Challenges and Opportunities for Development" on the previous page, create an Action Plan to purposefully impact your team's future outcomes.

Description of Challenge:

_____

_____

_____

Description of Desired Outcome:

Tasks or Objectives What do we need to do?	Stakeholder(s) Who is responsible?	Resources What do we need?	Due Date When should it be done?

SAMPLE

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D. Demo

My Usual Behaviors are...

Insistent

You are structured and methodical in your approach.

Assertive

You openly share and assert your opinions.

Social

You are outgoing and find it easy to talk to people.

I Need...

Social Inclusion

You need to feel included and accepted in social activities and group work.

Downtime

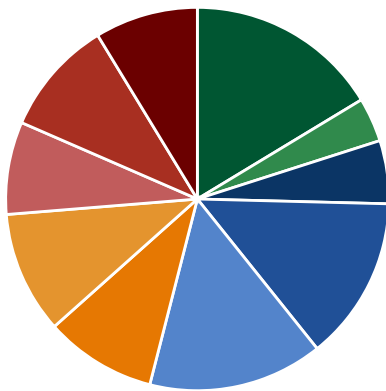You need to manage your schedule to allow time to think and plan.

Directive Authority

You need strong, clear, verbal direction from superiors.

I am Motivated by...

Birkman Interest Key

- Outdoor
- Technical
- Scientific
- Processes
- Numerical

- Persuasive
- Social Service
- Musical
- Visual
- Literary

My Team's Usual Behaviors are...

Paced

Your team conserves its energy and plans before acting.

Expressive

Your team has an enthusiastic style and tends to act on intuition.

Reflective

Your team examines issues thoroughly.

My Team Needs...

An Outlet for Emotions

Your team needs to feel supported in their expression of feelings.

Time to Process

Your team needs to have all of the information before deciding.

A Sensitive Approach

Your team needs discussion around sensitive issues.

My Team's Top Motivators are...

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