



CULTURE CHANGE

GUIDE

WHY WORK CULTURE IS IMPORTANT

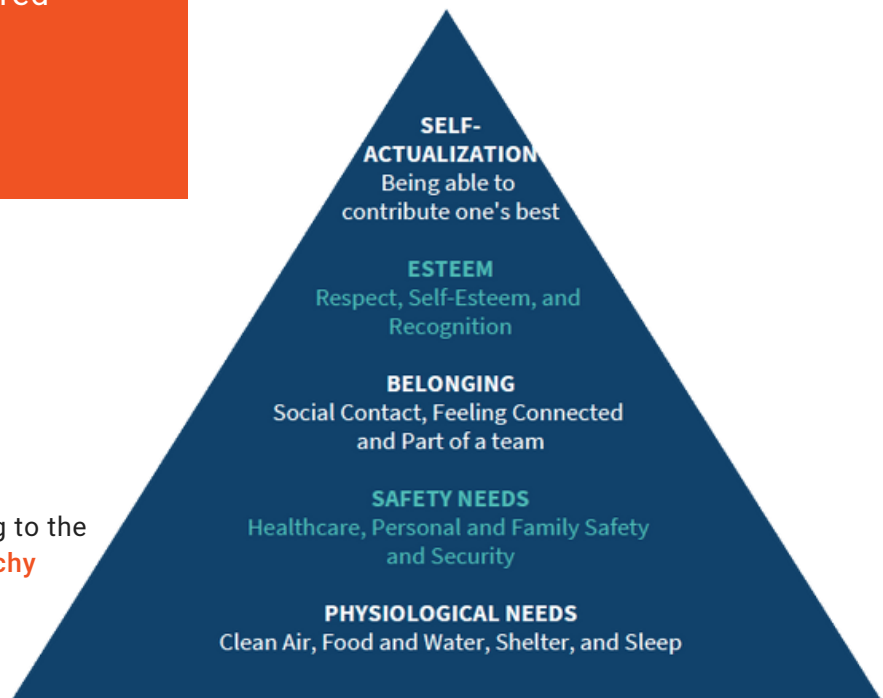
A healthy workplace culture is something observable and can certainly be felt when you are part of a high-performing organization; cohesive and engaged teams are some of the characteristics.

While these qualities are important, culture is more than a feel-good sense of belonging. Workplaces with a healthy culture are more resilient and adaptable to change; they operate more efficiently because they are aligned and working in tandem toward a shared goal.

Being mindful of and appealing to the motivators in **Maslow's Hierarchy** promotes individual well-being and healthy contributions to a team environment.

10 TIPS TO BUILD AN EFFECTIVE TEAM

1. Promote a culture of learning.
2. Clarify how you want to work together.
3. Document processes and provide onboarding/training.
4. Build trust and cooperation among employees on your team.
5. Encourage listening and brainstorming.
6. Appreciate each other's contributions.
7. Get to know each team member and meet with them regularly.
8. Provide feedback.
9. Unicorns exist - hire for behaviors AND skills.
10. Allow space to build relationships and trust.





STEPS TO PROMOTE A HEALTHY CULTURE

As a leader, you may have identified concerns with the health and effectiveness of your team or organization.

Here are steps you can take to initiate changes toward a healthier culture.



1. ASSESS

Assess your team's behaviors. Understand the current team dynamic, processes, and goals. Having each team member complete a culture canvas can give a full picture of the current framework and helps to ensure everyone is heard.



2. DEFINE

Define and affirm your team values and goals. Creating shared purpose will help your team pull together in the right direction and understand what they're doing.

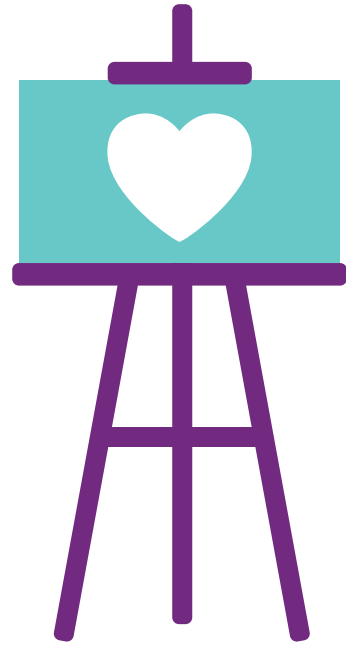


3. CONVEY

Document and share processes and rules of team engagement. Clearly communicating expectations and boundaries will provide a solid framework for your team to refer to and improve on in the future.

Team Activity: Culture Canvas

Have each team member complete the culture canvas. When complete, have a session where team members are able to share their feedback.



OBJECTIVES

Team culture includes purposes, values, behaviors, and agreed-upon work practices. By using a framework for defining culture and the vital elements included with culture is helpful in allowing team's to explore what makes a healthy team culture.



SOLUTIONS

Using the culture canvas and team session(s) on culture design, we will 1) map the current culture, 2) provide feedback for the desired team culture, and 3) identify the steps needed to reach our future state of team culture.



BENEFITS

When a healthy culture exists, it provides:

- Shared purpose and understanding
- Clarity on expectations and norms
- Alignment to our shared purpose
- Empowerment to do our best work
- Resilience to adapt
- Trust among team members

CULTURE CANVAS

Team activity to guide a healthy culture.

WHO

What roles are involved?

PURPOSE

Why do we exist?

VALUES

What do we stand for?

DECISION MAKING

Who holds decision making power?

PRIORITIES

What are the top 3 priorities for the team?

NORMS & RULES

What are the expected ways to communicate and work with each other?

RECOGNITION & FEEDBACK

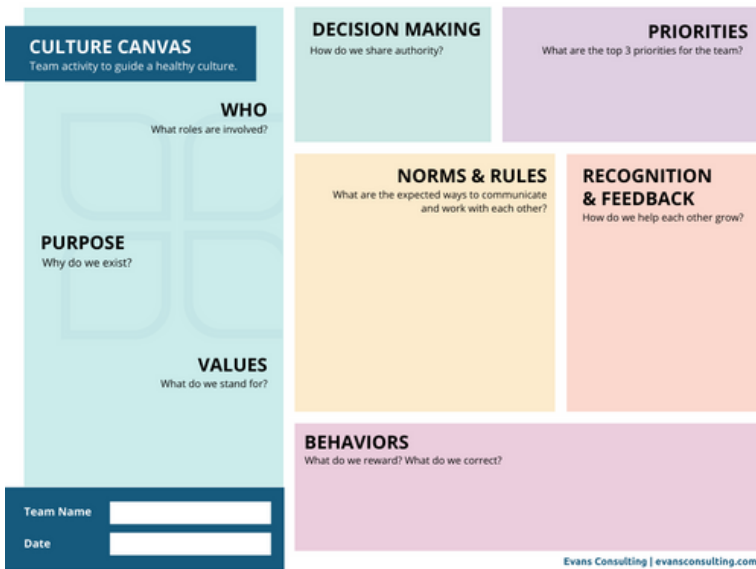
How do we acknowledge each other and support our growth?

BEHAVIORS

What do we reward? What do we correct?

Team Name

Date



Culture Canvas: Understanding the Sections

WHO

Establishing the players and setting clear roles and responsibilities allows everyone to know what is expected of them within the group.

PURPOSE

Understanding the 'why' behind your team becomes the guiding principle for your team's actions, individually and as a collective.

VALUES

Communicating values allows the group to understand the values individuals have, as well as uncover the core values that the group are already living.

DECISION MAKING

The team's decision-making model helps members understand the shared responsibility for decisions and allows the team leader to appropriately delegate.

PRIORITIES

Setting clear priorities helps your team focus on what matters and ensures proper alignment with the organization's priorities.

NORMS & RULES

How a team makes decisions, assigns work, and holds members accountable determines whether or not the team is successful.

RECOGNITION & FEEDBACK

Reinforcing what team members should do more of and providing constructive feedback creates a culture of engagement, learning, and performance.

BEHAVIORS

Defining the behaviors that drive team performance and recognizing which behaviors are not conducive to the team help to create an atmosphere of trust.

Amplify your Team Performance



WANT MORE TEAM BUILDING ACTIVITIES?

Access the Healthy Teams Tool

The Healthy Teams Tool is a **free online tool** that provides an overview and resources to aid your team's performance and well-being.

Upon completing an assessment, you gain access to a learning library with **lessons and activities to optimize your team's health and productivity**, as well as a complimentary 30-minute session with one of our coaches.

Why take the Assessment?

- Discover if your team is healthy and thriving.
- Identify areas to improve team health.
- Get access to free tools and content helping you foster a healthy team.
- Obtain insights to create quick wins and initiate conversation with leadership around healthy teams.



What do you receive?

- Diagnostic breaking down your team's health.
- Learning Library with activities and facilitator guides to lead your team to optimal performance and well-being.
- Resources to guide leadership conversations on why healthy teams matter.

TAKE ASSESSMENT >> CLICK HERE

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