

# Teamwork GPS – Team Readiness Checklist

*Excerpted from “The Next Normal: Transform Your leadership, Your Team, and Your Organization” by Greg Giuliano (Lioncrest 2022).*

“Give people what they need and get out of the way.” So what do people need? We want to help our people move forward successfully. I use the term *Teamwork GPS* to identify and assess the three broad categories of the conditions needed for team success – Guiding Stars, Provisions, Skill and Will.

**Guiding Stars (Shared Clarity)** – Teams need a clear direction (shared clarity of vision, mission, strategy, execution plan, roles, success measures, and accountabilities ).

**Provisions (Resources and Routines)** – Teams need a positive environment and culture, efficient structure, simple processes and tools, and adequate resources.

**Skill (Aptitude and Attitude)** – Teams need individual and collective aptitude (knowledge and functional, leadership, and social competence) and the attitude (emotional intelligence and will).

The Teamwork GPS can be used on a regular basis as a framework for team discussions on current state and as a coaching tool to engage a team member about performance Use the Teamwork GPS Team Readiness Checklist to determine if there are external factors impacting engagement and performance.

You can assess your team’s current conditions to determine the best path forward. Consider each guiding star carefully. For each, the only possible responses are “Yes,” “Needs Work,” or “No.” If you cannot answer “Yes,” that indicates an area where you need to take action.

Your answers for each of these sets of statements may not match up 100% with your team’s answers. When it comes to skill and will, balance is important. All the skills in the world are useless without the will to use those skills on behalf of the team’s shared goals. And, as much as you may want to do something, without the necessary skills, it’s probably not going to happen.

Wherever your team is starting from, it’s your responsibility as a leader to create and sustain the conditions for success. Your leadership ensures the team has guiding stars to align on, provisions to sustain them, and the skill and will to keep moving and reach their destination.

Leaders shape the future.

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## Guiding Stars (Shared Clarity)

- We know and understand our organization’s vision and strategy.
- We know and understand our team’s mission and deliverables.
- We know and understand our individual roles and responsibilities.
- We know and understand our success measures (outcomes and metrics).
- We know and understand who are key stakeholders are.
- We know and understand our individual accountabilities and contribution measurements (KPIs).

YES	NEEDS WORK	NO

## Provisions (Resources and Routines)

- We have a foundation of trust within our team and between teams and departments that enables effective cooperation to get things done.
- We have a culture of openness and honest communication that facilitates strong alignment and high engagement.
- We are supported with the efficient and effective systems and processes..
- We have access to a variety of productivity, leadership, and teamwork tools.
- We have a clearly-defined work breakdown structure. (RACI)
- We have leaders who provide strong positive examples to follow.


## Skill and Will (Aptitude and Attitude)

- We have the functional skills and abilities to enable us to engage, contribute, and deliver on our accountabilities to achieve our mission.
- We have the leadership and teamwork skills and abilities to enable us to work together in pursuit of our shared goals.
- We have the emotional and social intelligence to build and sustain strong relationships.
- We have the means to manage conflicts in productive and positive ways.
- We have a mechanism for regular & on-going feedback.
- There is a willingness on our team to adjust plans and approaches to implementing our strategy.


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