

The power of team work

Teamwork is a powerful tool that will enhance your success as a PTA. By understanding, nurturing and adapting the habits of effective teams and effective team members, your PTA can work smarter and accomplish even more in your community.

Effective Teams

- Set and achieve shared goals**
- Focus on a common purpose**
- Agree on priorities**
- Make decisions together**
- Accept joint responsibility**
- Embrace diversity**
- Promote a common vision**
- Share knowledge and skills**
- Celebrate achievements**
- Offer training opportunities**
- Encourage open dialogue**
- Build and reach consensus**
- Inspire confidence**
- Let everyone do their jobs**
- Create a sense of belonging**
- Invest time in developing relationships**

Effective Team Members

- Collaborate actively**
- Communicate regularly**
- Value each contribution**
- Welcome new ideas**
- Share resources**
- Practice active listening**
- Voice clear expectations**
- Cultivate mutual respect**
- Encourage feedback**
- Enjoy an open process**
- Help everyone stay on task**
- Offer mutual support**
- Accept other working styles**
- Agree to disagree**
- Mentor each other**
- Celebrate everyone's success**