



# TEAM EFFECTIVENESS QUESTIONNAIRE

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**1.** What is the vision, mission, goal or task of the team and is it accepted by everyone?

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*notes*

**2.** What is the action plan?

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*notes*

**3.** What setting does your team meetings take?

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*notes*

**4.**

Does everyone in your team participate in team activities? Why/why not?

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*notes*

**5.**

How often does disagreement arise? How is it managed?

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*notes*

**6.**

Do members practice active listening? Explain

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*notes*

**7.**

Describe your decision making principle

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*notes*

**8.**

How is work distributed among team members? Are team members clear of their role?

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*notes*

**9.**

Describe members attitude towards responsibility in the team.

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*notes*

**10.**

Describe your relationship with other teams within the larger organisation?

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*notes*

**11.**

Identify your sub-teams

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*notes*

**12.**

How often is your team effectiveness assessed?

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*notes*

**13.**

Identify major challenges affecting your team performance

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*notes*

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