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How to Build Team Spirit

Do you view team-building as strictly an upper management responsibility? In reality, *everyone* needs to adopt a teamwork mentality. So what can you do to help foster team spirit within your company? Master your individual role as a team player. Here's how:

- **Perform at your peak.** Review your projects, goals and deadlines with your team to establish clear expectations and avoid miscommunication. Then, meet (and preferably exceed) these expectations by sticking to deadlines, staying within budget and completing projects.
- **Communicate regularly.** Whether you meet face-to-face, talk on the phone or send e-mails, keep your team in the loop.
- **Demonstrate your value.** Continually demonstrate why you're an asset to the team. Team members should never need to question your merit to the company.
- **Be accountable.** Do what you say you're going to do. And if you make a mistake, take responsibility.
- **Actively participate in team meetings.** Offer constructive ideas, ask probing questions, share resources, solicit feedback, and provide solutions to problems. Doing so will forge a stronger bond with your team.
- **Go above and beyond what's expected of you.** Complete your assigned work, and then take it a step further. Offer ideas for doing things better, faster and cheaper. Pitch in to help other team members when they fall behind. Volunteer for more challenging assignments – or tackle the ones no else wants to do.
- **Praise others for a job well done.** A sincere compliment goes a long way in solidifying relationships.