

Team Contract and Team Agreements

A team contract is an important tool for helping individuals function together as a team. They reflect what is important to the members about how they work together.

What are 3 of your team's qualities that will lay a foundation for positive and successful teamwork?

1. _____

2. _____

3. _____

What are 3 potential team challenges that you will focus on keeping out of your group dynamic?

1. _____

2. _____

3. _____

Team Agreements

– Use the next page to document your team's ground rules and accountabilities

Team Agreements and Accountabilities

For each category, list 1-3 ground rules that your team agrees upon.

For each category, please choose one team member who will help keep the group accountable to the established team rules.

Sample Ground Rules:

1. *Everyone will participate and take ownership of group projects.*
2. *Team members will complete assignments on time.*
3. *Respect the value of each individual's contribution.*

Attendance/Lateness (Point Person: _____)

1. _____
2. _____
3. _____

Participation and Information Sharing (Point Person: _____)

1. _____
2. _____
3. _____

Decision-Making (Point Person: _____)

1. _____
2. _____
3. _____

Professionalism (Point Person: _____)

1. _____
2. _____
3. _____

Individual Contributions and Quality of Work (Point Person: _____)

1. _____
2. _____
3. _____