

Ten Qualities of an Effective Team Player



If you had the opportunity to start a new team and select anyone to be on it, who would you pick? Assuming the people you could choose have the right skills for the work to be done, what other factors would you use to select your team members?

Consider the following:

Demonstrates reliability

You can count on a reliable team member who gets work done and does his/her fair share to work hard and meet commitments. He or she follows through on assignments. You can count on good performance all the time, not just some of the time.

Communicates constructively

Teams need people who speak up, communicate constructively and express their thoughts and ideas clearly, directly, honestly, and with respect for others and for the work of the team.

Listens actively

Good listeners are essential for teams to function effectively. Teams need team players who listen first and speak second and consider ideas and points of view from other people without debating and arguing every point.

Functions as an active participant

Good team players are active participants. They come prepared and listen and speak. They're fully engaged in the work of the team and do not sit passively on the sidelines.

Listens actively

Teams need team players who can absorb, understand, and consider ideas and points of view from other people without debating and arguing. Team members need the discipline to listen first and speak second so that meaningful dialogue results.

Shares openly and willingly

Good team players share. They're willing to share information, knowledge, and experience. They take the initiative to keep other team members informed.

Cooperates and pitches in to help

Effective team members figure out ways to work together to solve problems and get work done. They respond to requests for help and take the initiative to offer help.

Exhibits flexibility

Good team players roll with the punches; they adapt to ever-changing situations. They don't complain or get stressed out because something new is being tried or some new direction is being set. Strong team players are firm in their thoughts yet flexible and open to what others have to offer.

Works as a problem-solver

Good team players are willing to deal with all kinds of problems in a solutions-oriented manner. They're problem-solvers, not problem-dwellers, problem-blamers, or problem-avoiders. Team players get problems out in the open for discussion and then collaborate with others to find solutions and form action plans.

Treats others in a respectful and supportive manner

Team players consistently treat fellow team members with courtesy and consideration. They show understanding and the appropriate support of other team members to help get the job done. Good team players also have a sense of humor and know how to have fun, but they don't have fun at someone else's expense.