



SHARED AGREEMENTS FOR TEAM SUCCESS

How to Build Clarity, Connection and Commitment

COMMUNICATION

Providing clarity and support.



When is in-person vs. written communication best?
When is face to face (video) or phone best?
How will we use text, email and digital work spaces?
How will we organize and streamline information?

TEAM BEHAVIOURS

How we'll show up with each other.

How will we connect as humans & support each other?
How will we call-out behaviour & raise concerns?
How will we let others know we're struggling?
How will we resolve disagreements?



BOUNDARIES

Respecting our reality and well-being.



What expectation do we have for available time?
How will we make sure we provide and respect off-time?
How will we balance responsiveness & focus?

MEETINGS

Clear purpose and practices.

What is our purpose and agenda?
What frequency/duration is best? Who needs to attend?
How will we show up for our meetings?
How will we expect each other to contribute?



ACCOUNTABILITY

How we'll demonstrate our commitment.



How will decisions be made, followed-up & followed through?
What assumptions do we have on productivity?
How will we determine priority?
How will we revisit and adjust our Agreements?