



# Working in a Team

## NDA TRAINING TASMANIA

RTO Provider : 60034

**Course Cost** - \$395

**Duration** – 1 Day

### Locations

- Hobart
- Launceston
- Ulverstone

### Course Dates

Course dates can be found on the training calendar on the NDA website. If you can't find a suitable date, email: [bookings@nda.com.au](mailto:bookings@nda.com.au)

### Private Training

This training can be delivered as a private course for your organisation and can be customised for your needs. The training can be delivered either on-site or at NDA premises.

Please contact us for further information and to be provided with a quote.

### More Information

Phone: 03 6334 4910

Email: [bookings@nda.com.au](mailto:bookings@nda.com.au)

Web: [www.nda.com.au](http://www.nda.com.au)

BOOK

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### Unit Code/s\*:

BSBXTW301 - Work in a Team

### Course Objectives

This course is aimed at building planning, communication and conflict resolution skills amongst work teams.

### Learning Outcomes

#### Contribute to team outcomes

- Identify team purpose, roles, responsibilities, goals, plans and objectives
- Defining Success
- An Overview of the our-Phase Model
- Types of Teams
- Support team members
- Setting Goals
- Evaluating and Adapting

#### Support team cohesion

- The First Stage of Team Development
- What to Do As a Leader
- What to Do As a Follower
- The Second Stage of Team Development
- What to Do As a Leader
- What to Do As a Follower
- The Third Stage of Team Development
- What to Do As a Leader
- What to Do As a Follower
- The Fourth Stage of Team Development
- What to Do As a Leader
- What to Do As a Follower
- Provide feedback to encourage, value and reward contributions
- Sharing Rewards
- Motivation on the Job

#### Participate in work team

- Team Building Activities
- The Benefits and Disadvantages
- Team-Building Activities That Won't Make People Cringe
- Role Model
- Determining Your Way
- Being an Inspirational Role Model
- Influencing Others' Perspectives
- Personality's Role in Motivation
- Identifying Your Personality Type
- Identifying Others' Personality Type
- Motivators by Personality Type
- Morale
- Addressing Specific Morale Issues
- Dealing with Individual Morale Problems
- Addressing Team Morale

#### Communication

- Understanding Communication Barriers

#### Encouraging Teamwork

- Some Things to Do
- Some Things to Avoid
- Some Things to Consider

### Optional Assessment - \$195 per unit

This course is part of a nationally recognised training program. Participants who successfully complete the optional assessment component of this course will receive a Statement of Attainment for the unit of competency aligned to the training course.

Exercises and activities completed during the course will be used as evidence towards unit competency.

Participants who choose not to be assessed will receive a Certificate of Attendance.