



# Becoming Your Best Team

*Take your team to the next level by focusing on what matters most*



## **About the Talent Optimization Index (TOI™) Team Assessment**

Every team has unique goals, challenges, and talents. The best teams excel at six team practices that optimize the engagement, productivity, and contributions of every team member. The Talent Optimization Index measures each of the six practices as well as the team's overall Talent Optimization Index score.

The TOI team assessment report provides team leaders with a clear visual of where the team stands on each of the practices and where each team member stands. The TOI report is unique in that it also provides team leaders with individual team member score profiles. This allows the team leader to address unique individual issues in a 1:1 meeting with the team member.

The TOI report provides a clear roadmap on the steps to take to strengthen the practice with the greatest impact on team member engagement, productivity, and performance to take the team to the next level.

# Our Process



## Discovery

Our introductory meeting with team stakeholders focuses on the results the team needs to deliver. We meet with the team's sponsor and team leader to learn about key milestones, progress measures and success metrics. We discuss the team's history, current level of performance, and team processes and practices.



## Team Assessment

Next, we meet with the team members to introduce the purpose of the TOI assessment and our process. Team members complete The Talent Optimization team assessment, a 36-item survey. Then we conduct focus groups with team members to gain a deeper understanding of the team's processes and practices.



## Diagnosis

We analyze the TOI data and focus group results to identify team strengths, challenges, and pain points. Our analysis isolates issues unique to one team member.

Our findings are summarized in the comprehensive TOI report which includes the team assessment scores and score distributions of team members. The report includes a summary of underlying issues and recommended action plans.



## Insights Meeting

We meet with key stakeholders to review the assessment report. We discuss implications and recommended action plans. Together, we identify the key initiatives, level of support needed and the timeline.



## Team Meeting

Next, we share the results with the team. At the team meeting, we review the *Fit to Flow* team practices model and present the team's assessment results.

The Team Leader then shares the action plan, timing and commitments needed from each team member.



## Action & Impact

Here is where the real work begins. We offer three levels of team development support:

(1) coaching sessions with the team leader,

(2) a team workshop to learn about the *Fit to Flow* team practices model and the TOI assessment. In the workshop, we provide individual team members with their personal TOI report ("MyTOI") which includes personal action plans to improve their productivity and contributions to the team,

(3) a four-week action learning program with the team applying the *Fit-to-Flow* model, conducting weekly calibration sessions to review and recognize individual and team progress and facilitate the team recalibration session to enhance team productivity and performance.



## Re-assessment

Following the implementation of the team leader/team development action plans, we re-administer the TOI to identify the progress the team has made and ways in which they can build a go-forward plan to further enhance and sustain individual and team performance results.