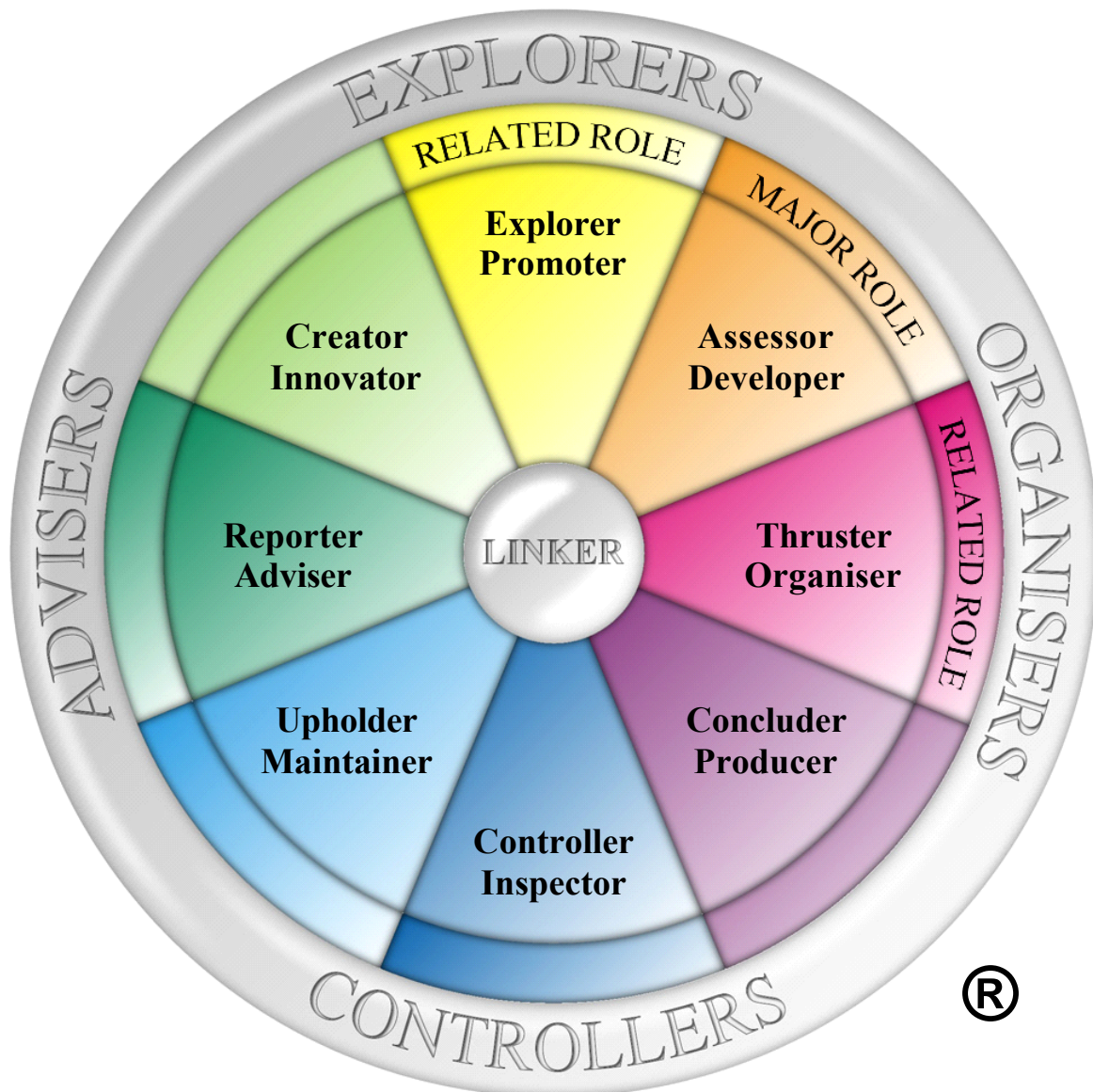


# Team MANAGEMENT Profile

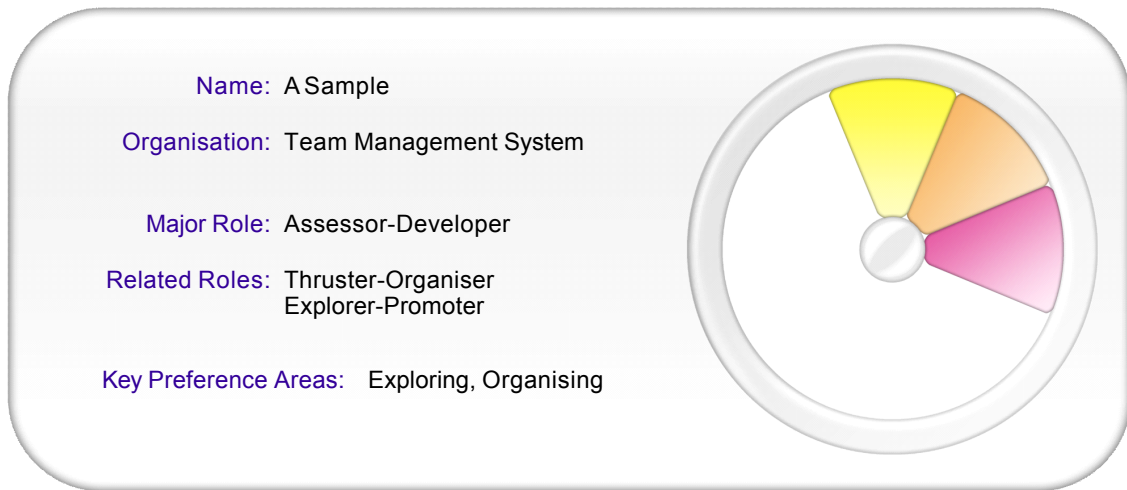


The Margerison-McCann Team Management Wheel

## A Sample

These are your major and related role preferences on the Margerison-McCann Team Management Wheel.

The Team Management Systems logo and Team Management Wheel are registered trademarks.



Your personal Team Management Profile provides you with information about your work preferences. It is a starting point for consideration and discussion of how you approach your work and your interactions with others in the workplace.

All work teams need to consider eight key activities essential for high-performance:

<b>Advising</b>	Gathering and reporting information
<b>Innovating</b>	Creating and experimenting with ideas
<b>Promoting</b>	Exploring and presenting opportunities
<b>Developing</b>	Assessing and testing the applicability of new approaches
<b>Organising</b>	Establishing and implementing ways of making things work
<b>Producing</b>	Concluding and delivering outputs
<b>Inspecting</b>	Controlling and auditing the working of systems
<b>Maintaining</b>	Upholding and safeguarding standards and procedures

Your own work preferences have been derived from your responses to the Team Management Profile Questionnaire. While you may work in any of the areas of the Wheel, your highest preference area, or Major Role, has been identified together with two Related Roles which indicate your next highest preference areas. All the roles are displayed on the Team Management Wheel shown at the front of this Profile. The Linker role at the centre is the responsibility of all team members.

Note that the Team Management Profile Questionnaire does not measure skill or experience - you



A Sample



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may have good abilities in areas of work where you have low preferences. However, where there is a good match between your preferences and the demands of your job, you are more likely to enjoy work, develop skills and perform well. Where a group is made up of individuals with complementary work preferences, it has a higher chance of being effective.

Your roles on the Team Management Wheel arise from your preferred approaches to work in four different areas:

- how you relate with others
- how you gather and use information
- how you make decisions
- how you organise yourself and others.

These four work preference measures are shown on the next page as bipolar scales ranging from 0 to 30 either side of a centre point.

For example, on the first work preference measure, the length of the bar to the left shows the extent to which you relate to others at work in an extroverted way. The bar to the right indicates the extent to which you relate to others at work in an introverted way.

Similarly the second measure indicates the extent to which you gather and use information in either a practical or creative way. The third measure looks at the extent to which you make decisions in either an analytical way or according to your beliefs, and the fourth measure determines whether you like to organise yourself and others in a structured or flexible way.

By subtracting the lower score from the higher one for each measure, a net score is obtained. This is indicated by a black vertical line. These are E 1; C 4; A 2; S 5 and are the foundation of your major role preference.



A Sample



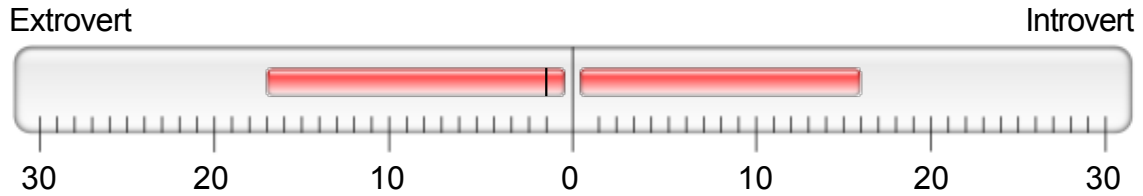
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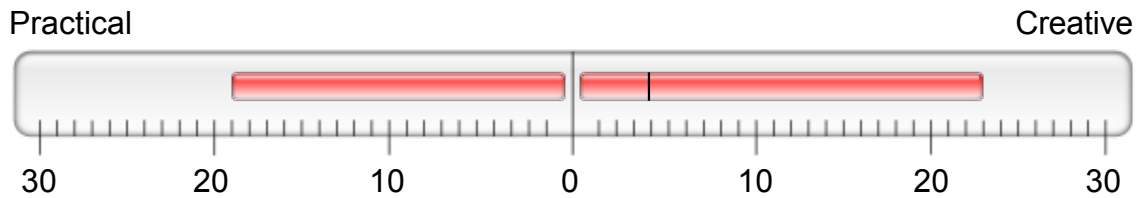


## WORK PREFERENCE MEASURES

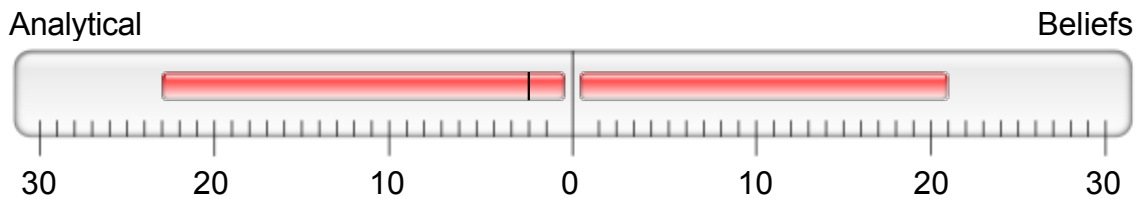
### How You Relate With Others



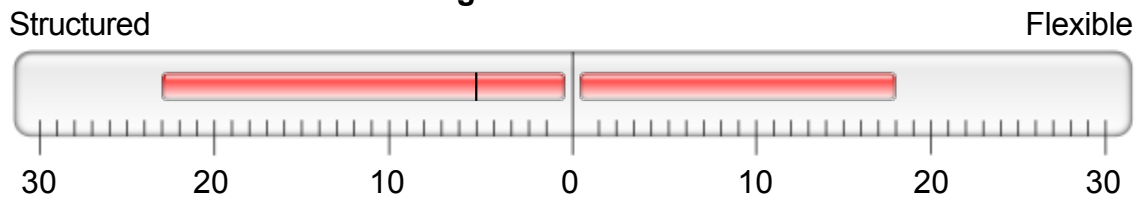
### How You Gather and Use Information



### How You Make Decisions



### How You Organise Yourself and Others





## OVERVIEW

Assessor-Developers like to try out new schemes and ideas. They are particularly interested in assessing to what extent a new idea can be made to work in practice. They are, therefore, important members of a team. They are usually strong on identifying the worth of a new project or task. In this sense, the term Assessor-Developer is appropriate.

As an Assessor-Developer, you will not be content with the *status quo*. You are basically an Exploring kind of person who likes to get new ideas and projects organised. This may reflect itself in designing prototypes, developing new products or markets, or assessing how a new business can be made to work. Once these are up and running, however, you will probably turn to a new idea rather than stay with the tested project on a day-to-day basis. This for you would be too tedious.

You can easily become bored and like an occupation with a wide variety. You are also likely to be outgoing and sociable. A job that involves a lot of projects and/or meeting with people on a regular basis will be of interest. However, you may well need to balance these sociable moments with time spent by yourself, in order to 'recharge your batteries'.

You may from time to time be a little impetuous and impatient, and want to push things along at a fast pace. This means you will be seeking lots of innovations and new opportunities. Indeed, you may deliberately set a number of projects running simultaneously, in order to fulfil your wide-ranging interests and energy. However, you usually balance this with a concern to make sure things are finished, even if it means putting yourself and others under a lot of pressure.

You will tend to see the possibilities beyond the existing work, and will want to move on as quickly as possible to tackle a new challenge. However, you will become bored as soon as the project becomes routine or loses its intellectual curiosity. Essentially, you like jobs which have a complexity and the challenge of the unknown about them. You will work hard to bring order and structure to jobs through your analysis and concern for systematic completion.





The neat and tidy routine kind of job is not for you. Instead, you usually search out and create ideas. Once you have conceived an idea which seems to have some worthwhile application, you will set up methods and systems to make it work. You don't like leaving things hanging in the air for too long and like to push on to see how they will turn out in practice.

As a result, you try to put some structure on the way you work by setting deadlines and outputs, even if from time to time you do miss or have to rearrange them. It is your concern for having an efficient and effective organisation that can make you impatient with people when they do not fulfil plans. Your outgoing way of relating with others communicates your attitude to the situation fairly quickly. While some people find this helpful, others may sometimes find your approach puts them under pressure.

Working to a plan and devising a scheme to chart future progress is usually important to you. Indeed, you will often work to long-term plans which are based more on your ideas than the facts available. You will usually have a strong grasp of the total, long-term picture even though the supporting details may not be clear.





## LEADERSHIP STRENGTHS

Your ability to talk easily with others, combined with your ideas and concern for organisation, enables you to move into a leadership role. You enjoy the challenge of developing a team to chase an opportunity or a business possibility, rather than manage regular, standardised operations.

You are usually able to speak well to others, but like to prepare in advance. You will normally think through your objectives carefully and then use your verbal skills to persuade people to be as enthusiastic as you are in achieving them. You often get your best ideas when talking with others, but will then want to analyse these theories in private, just to be sure that everything is accurate and well thought-through.

You can be a hard driver, both of yourself and others, in an open and sociable manner. However, your leadership style is based on a strong, analytical, logical approach. From time to time, you may push on towards your objective without getting sufficient facts, relying more on the basic ideas you have.

You need to be aware that, in your pursuit of the objectives set, you may upset others who will not see things your way. Your inclination to press on may disturb those who wish to go at a slower pace.

A major strength of your leadership will be your enthusiasm for ideas, and your willingness to let others know what you are thinking. People will respect you for your views, but also criticise them. You may at times feel this undermines the value of the idea before it has been tested. Some will say you are more prepared to talk than listen which comes from your desire to take action.

Overall, your approach to leadership is usually a positive one. If there is a job to be done, you will try to organise people and resources, and will expect others to participate. You may particularly enjoy leading project teams where you can see an end result, and then go on to another exciting challenge.





Leadership to you is the challenge of bringing people together to do something new. You like to win by coming up with innovative approaches which will enable your team to succeed by doing a job, not just more efficiently, but also more creatively.

People will respect your leadership for the ideas you contribute, and for the determination and drive you bring to getting things changed. Often your ideas can be far ahead of your colleagues. You can see the 'big picture' and may need to share this with your colleagues so they can implement the details. Your skills in talking through the major issues will be of importance here.





## DECISION-MAKING

You often make your best decisions through conversation with others, rather than contemplating the issues by yourself. However, you will usually have thought through the ramifications of any major decisions beforehand. Talking things over with others often gives you the confidence to proceed. However, it is important to you to come to decisions rather than just discussing matters. It is worth gathering around you people you can trust and with whom you can share your concerns. You should, nevertheless, make sure that as well as talking to these people you listen too.

You prefer to have criteria against which you can base decisions and will argue, for a long time if necessary, to establish such principles. Once they have been set up, you are unlikely to change them easily, unless there are very good reasons. These are policy guidelines which serve as beacons to guide your efforts. In your personal life, this may involve setting your goals for five or ten years ahead, so you know where you are aiming. You may set similar, long-term goals at work.

It is vital that the time you spend in analysis is put to good effect. It is this part of your work that will create the balance between your ideas and your final output. If your analysis is not thorough, you may well take action on projects which have not been sufficiently well worked out. If this happens more than once, people may not back your other creative ideas to the full.

Also be careful that, in making decisions, you don't take action before you have the necessary facts. Don't let your ideas become so dominating that you ignore the detailed search for hard information. Some people will say you push for decisions too quickly and act on impulse. An outgoing approach, combined with strong ideas, can be a persuasive mixture. It is important for you to consider the various angles and options with your team before committing to a final solution.

Coming to a decision may be harder for you, because you seek out areas of work where it is difficult to assess the viability of projects. For this reason you need to develop around you people who can gather in the detailed information and help you reach sound decisions.





You can usually visualise where the organisation and its people should be going in the long-term. It may frustrate you that others are so tied up with day-to-day, operational issues they cannot see the longer-term objectives. You will continually push for strategic decisions affecting the three, five and even ten-year perspective. If you are regularly ignored, you will probably move on, rather than waste your time. Overall, you have a unique contribution to make to decision-making, but you need to pay a lot of attention to how people get from where they are now to where you 'see' they should be.





## INTERPERSONAL SKILLS

You have strengths in influencing people and these show themselves quite clearly in your work. Being more outgoing and creative means that you are usually seen by others to be lively and always coming forward with new ways to look at the job. Indeed, there are occasions when people may feel you are putting forward too many ideas and not allowing the organisation to settle down. It is important for you to establish priorities, otherwise one idea will overtake another without any being developed properly.

You will also put a lot of emphasis on logic and sound reason, and believe that other people should think things through in a similar way. It sometimes annoys you that others are not perhaps as communicative as you are and you find it difficult to understand the way they come to decisions. You feel your approach is very open and often take trouble to justify your viewpoint, even when it is not required.

You are usually able to get people keen and enthusiastic about your ideas, although they may sometimes feel you do not take enough time to understand their viewpoint and want to rush into decisions. They may also feel you do not take sufficient account of their feelings or appreciate their contribution, because of your concern to move on to the next project or put the existing one into practice. Some people believe you push on ahead of them, and are not prepared to recognise or wait for their contribution. You may, therefore, have to help them to get involved.

If you go too quickly, you will be seen as very critical and demanding. Your concern with the completion of the task may lead you to take short cuts. Because you see the goal clearly, you can get annoyed with others who do not share, or who may even oppose your vision.

A key task for you is to look at how you organise meetings, so team members can feel involved and committed. The more experienced you become, the easier it should be. Regular 'How do we improve?' meetings may be more effective than the normal business-based agendas, with insufficient time for people to think through the implications of your ideas. In such meetings, it is important for you





to summarise the views of others.

You are able to relate well with a variety of people, although you may initially be quieter with those you don't know well. When necessary, you can represent your group or unit very effectively. Indeed, you may feel it is easier to get your message across to other people than to your own group. You can be influential in putting forward propositions and this is an area of skill to be built on, provided it is complemented by follow-up and follow-through.





## TEAM-BUILDING

You can build an effective team as long as you include people who will complement your strengths. You should, therefore, look for someone who is good at getting hard facts which will reinforce your ideas. Look also to include someone who is interested in detailed work, perhaps someone from the Controller-Inspector sector who can work on areas such as budgets. Make sure there is someone who can take on your development work and who has the patience to produce a regular product or service after you have moved on to the next project. You may also need someone with a major role of Creator-Innovator to stimulate your curiosity with research-based ideas.

Your approach to team-building will be based on getting the job done, not only more efficiently, but also in a more innovative way. You will want your teams to work as hard and as enthusiastically as you do. Once you have an idea, you will want to see it through to the finish, although not everyone will be prepared to put in as much effort as you do.

Your own skills will carry you a long way, but you will need to make sure you take your team with you. At times, you will want to move forward too far and too quickly with ideas which you understand and others don't. Take time to organise team meetings, present progress reports, ask for ideas on improvements and accept criticism in a constructive way.

Use your strong verbal skills to put people in the picture and to listen. It will also help if you seek to develop the skills of co-ordination and integration. You should bring people from different backgrounds together in various meetings, both formal and informal, to talk over how improvements can be made. In doing so, resist the urge to give instructions, but instead ask for people's views on what they see as being required. This may slow things down a bit, but will usually get wider commitment to the team effort.





## AREAS FOR SELF-ASSESSMENT

In working with others it is important for you to understand how they see you. In this way, it is possible for you to develop an approach that relates your own strengths to the needs of others. The following points should, therefore, be borne in mind:-

- On some occasions, your planning could be improved by doing some deep personal thinking, preferably by writing down some of your ideas before you actually present them. Because you are invariably busy on projects and other work, your inclination is to talk ideas through with others and you may sometimes put forward views which can be 'shot down' because they have not been worked through in detail. This will usually occur when you are under stress, in situations where you have taken on too many projects.
- When it comes to innovating, you rely heavily on your ideas and creativity. This strong point needs to be balanced against getting sound information. Therefore it is useful to have someone working with you who is good at detail and can pick up on the facts. They can do the hard research which may be necessary to test out your ideas in a practical way to assess their viability.
- In making decisions, you tend to be quite analytical, but can sometimes ruffle people's feelings. In the rush to take action, this is easy to do and understandable. You may, therefore, need to take more time to involve people and listen to what they have to say. Developing the skills of summarizing other people's views, even if you disagree with them, is of great importance, as it indicates to them that you have sufficient respect to listen.
- The decision and implementation process is important for you, and you like to resolve things and get them tidied up and concluded. However there is a danger that you may do this and pass on to other work before the 'end product' has been made to work on a regular basis. It is useful to have people working with you who can follow through and establish routine systems,





procedures and output.

Overall, your strengths are that you can get out into the world and make things happen. Within the principles we have discussed here, you are more likely to be happy in jobs which have an Exploring rather than a Controlling dimension to them.



A Sample



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## KEY POINTS OF NOTE FOR ASSESSOR-DEVELOPERS

- You will normally be sociable and outgoing.
- You can be impulsive and sometimes impatient.
- You tend to set long-range goals based on your imaginative insight and creative vision.
- You make decisions based on an assessment of what the likely returns for effort and cost will be.
- You can make hard decisions on an objective, impersonal basis when required.
- You are motivated largely by ideas and the opportunity to achieve something new.
- You don't let your personal beliefs get in the way of business objectives.
- You dislike repetitive work and are easily bored.
- You like to establish clear criteria and rules for decisions and action.
- You can be an enthusiastic organiser, particularly of projects.
- You are usually fascinated by opportunities and possibilities, and may, therefore take on more work than you can do.
- You enjoy producing order from ambiguity.





- You tend to be work-orientated and an organiser of ideas.
- You feel you can calculate the odds on a project and assess a winner, even when the facts are not there.
- You are gregarious but also independent and need time to yourself to 'recharge your batteries'.
- You like to develop new schemes, but leave the regular, long-term production and servicing to others.
- You prefer a job with a lot of variety, such as project work.
- You tend to be enthusiastic as long as the job interests you and this is a major factor in your approach to leadership.
- You will tend to move on if your ideas are ignored or rejected.
- You have major principles and will alter these only if someone can present to you an eloquent, factual argument for change.
- You will probably enjoy a lot of project work and the assessment of prototype schemes.
- You put a heavy emphasis on objectives and results, rather than detailed processes.
- You can explain the long-term vision, but may have problems telling people what short-term details are required.





## RELATED ROLES

In the constructs of the Team Management Profile Questionnaire, you scored in the areas of creative information-gathering and structured organisation. These two factors have combined with your scores on the other factors to locate you in the Assessor-Developer sector of the Team Management Wheel. Here, you will enjoy developing new ideas and seeing how they can be made to work in practice. Your related roles appear on either side of the Assessor-Developer sector and this Exploring-Organising quadrant is an area where you are 'at home'. You will be quick to recognise the need for innovation and your entrepreneurial side can be of great value to your organisation. However, unlike Creator-Innovators, you are strongly aware of the realities of the workplace and will therefore put your effort into those schemes which are likely to fit well with organisational constraints. In this regard, you are probably a good organisational politician.

It is when you concentrate on decision-making associated with meeting the deadlines of your work, that you are most likely to wear your Thruster-Organiser 'hat'. In these circumstances, you will want to push forward to meet your objectives in the most efficient manner. On these occasions, you may well become more reflective and want to consider matters on your own. Once you have assessed all the information to hand and made your decision, you will want to push on and implement things quickly. It is when you operate in this mode that you might get resistance from others, because some of your decisions may come as a surprise to them. Generally though, you will tend to consult others and share your thinking with them, except for those moments when the problem becomes quite complex or you are under pressure.

You will tend to enjoy jobs that demand decisive leadership, where there is a specific end to be achieved within time and cost constraints. You will then be able to develop a plan and guide and direct others to do their part. You are probably a bit quieter than many other Assessor-Developers, but this does not stop you from showing your impatience with people who don't deliver what has been agreed.

In your Explorer-Promoter role, you will enjoy spending a great deal of time looking at possibilities





and opportunities for new initiatives. When these opportunities match your own beliefs, you can become very persuasive and talk others around to your point of view. There is, however, a danger you could become over-optimistic on these occasions and you might need to activate your natural analytical side to bring things back into balance.

If you feel a decision is right, you will push for what you believe is correct, regardless on some occasions of the rules, procedures, and possibly the costs. Therefore, when you do feel strongly, others may say you don't listen sufficiently well and will do what you intend to do regardless of the consequences. This is where the combination of your beliefs, together with the need for action, can lead to a rushed decision.

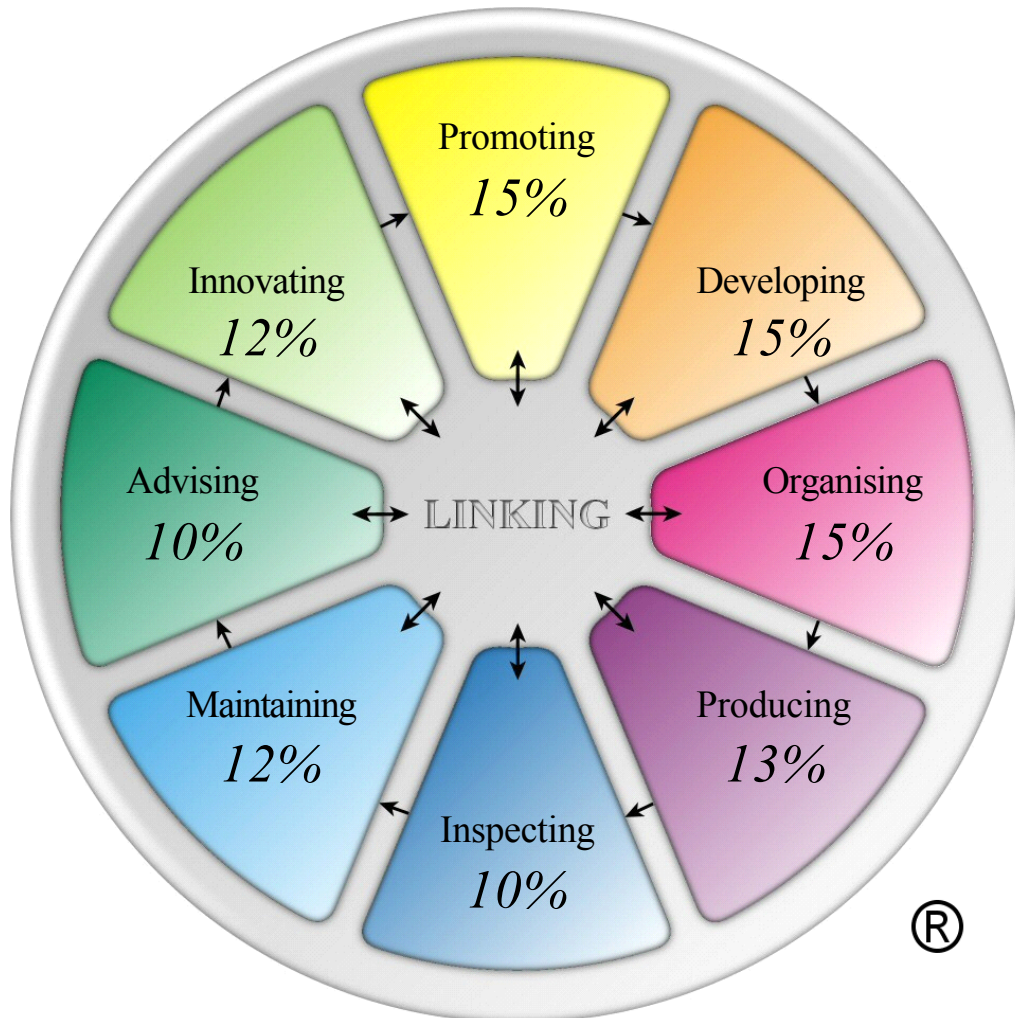
When faced with complex problems with no easy answers, you may at times rely on your intuition. You may not be able to explain your hunches but will feel that a decision should go in a particular way, even though you may not have hard evidence to support it.

You will like to gather around you others who share your view of the world. With these people, you can be very supportive and loyal, provided you get loyalty in return. A team like this can be a powerful force for change within your organisation.





## WORK PREFERENCE DISTRIBUTION



The Team Management Wheel highlights your major role preference and two related roles. In terms of the eight Types of Work that define the critical tasks of a team, these roles indicate the top three task areas that you prefer to work in.

It is possible to extend your scores on the Team Management Wheel beyond the top three task areas to produce a work preference distribution that indicates your level of preference for all eight Types of Work. This information is valuable when it comes to allocating work among team members, as Team





Management Systems theory states that all eight Types of Work are critical to the success of a team. If several team members have the same major and related roles, it is worth looking at the individual work preference distributions to determine whether there is a significant difference among team members in the less preferred work areas.

Your work preference distribution is shown with 100 percentage points distributed across all eight Types of Work, indicating those tasks that you like best and those that you like least. If the percentages are similar, you will be relatively comfortable working on any task. If there is a gap of more than 15 percentage points between the highest and lowest scores, there may be some tasks that you definitely like and others that you dislike.

When allocating tasks, it seems sensible for there to be some overlap between your work preferences and the team tasks that need to be undertaken. If you are spending a lot of time in areas that are not your preference, it may affect your enjoyment and wellbeing at work. Likewise if you are working solely in Types of Work that strongly match your work preferences, you may be ignoring important personal development opportunities in areas of lower preference.

It is important to remember that work preferences and competence are unrelated, and you may perform well in Types of Work for which you have a low preference. However, it is important to get the right balance between working to your preferences and working against them. Our research shows that a two-thirds/one-third balance works well for many people, and that problems with dissatisfaction can occur when the ratio moves significantly in the opposite direction. Working to your preferences will help establish conditions at work where your mental and psychic energy can flow freely.





## LINKING

At the centre of the Team Management Wheel is the Linker role, defined not by preferences, but by the skills that all team members need to develop. Linking Skills comprise people linking, task linking and leadership linking.

Of importance to all team members are the People Linking Skills, particularly the skill of Communication. A useful technique to try here is Pacing - varying your communication style so that it matches other people's role preferences. The successful implementation of Pacing skills helps avoid conflict and leads to more productive interactions.

Below are some key points that team members should consider when interacting with an Assessor-Developer major role preference like yours. Read each point and consider whether you would like the other person to act like this when they are communicating with you. Highlight those points that you definitely agree with and share them with your team members. This may help them understand 'what makes you tick' and how they can better meet your needs.

*In order to link more effectively with you, the person you are interacting with could:*

- Explore ideas in conversation with you.
- Make sure their ideas are grounded in reality.
- Back their arguments with facts.
- Balance idea generation with converging on results and actions.
- Talk things through with you before forcing a decision.





- Focus more on the positives, rather than the negatives, when helping you develop your ideas further.
- Not impose their own beliefs and opinions unless they are backed up by facts.
- Speed up their speech delivery (if necessary) to match yours and try to talk with 'colour' in their voice rather than in a monotone.
- Be punctual to meetings.
- Stick where possible to agendas.
- Prepare plans or budgets that connect the 'future' to the 'present'.
- Use a whiteboard to record the details discussed; this will help you both to capture key points and keep on top of the details.
- Realise that your mind may wander onto more important things and so learn techniques that make you want to listen to them.
- Summarise the content of conversations, making sure the summaries are succinct and factual, rather than their opinions.
- Give you options to consider rather than suggesting a unique solution, when wanting a decision from you.





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