

Unit Title:	Creating effective teams
OCR unit number:	33
Credit value:	2
Level:	4
Guided learning hours:	4
Unit reference number:	L/503/5563

Unit aim and purpose

By completing this unit the learner will know how to build and maintain a high performance team and how to allocate team roles according to team members' strengths.

Learning Outcomes	Assessment Criteria
<p>The Learner will:</p> <p>1 Know how to build and maintain a high performance team</p>	<p>The Learner can:</p> <p>1.1 Identify the key factors which must be present in a high performance team</p> <p>1.2 Analyse how the stages of team development can develop a cohesive and effective unit</p> <p>1.3 Analyse how to identify the skills and knowledge of team members against the requirements of building a high performance team</p>
<p>2 Know how allocation of team roles according to team members' strengths contributes to the effectiveness of a team</p>	<p>2.1 Reflect how allocation of work tasks has reflected the preferred team roles of team members</p> <p>2.2 Analyse whether the impact of role allocation contributes to the effectiveness of the team</p>
<p>3 Know how to establish productive and constructive relationships with team members</p>	<p>3.1 Demonstrate the different ways of communicating effectively with members of a team</p> <p>3.2 Reflect upon own effectiveness in giving team members support, advice and feedback</p> <p>3.3 Reflect on the transition from membership to leadership of a team</p>

Assessment

This unit is internally assessed by the centre and externally moderated by OCR.

Evidence requirements

Candidates must produce evidence that meets all of the Assessment Criteria.

It is not necessary for candidates to meet all the criteria every time they carry out an activity, but **it is necessary that all candidates produce evidence to demonstrate they have met all assessment criteria.** There must be sufficient evidence for centre assessors to be able to confirm that the candidate is competent in their working environment.

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850) on the OCR website www.ocr.org.uk.