

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><b>The Learner will:</b></p> <p>1 Know how to build and maintain a high performance team</p>	<p><b>The Learner can:</b></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](http://www.ocr.org.uk).