

# TEAM Select

Putting a team together to do company playbooks is important because it allows for a collaborative effort towards achieving goals. Here are a few reasons why:

- 1 Cross-functional expertise:** A process project requires expertise from different areas of the organization. A team approach ensures that you have the right people with the necessary skills and knowledge to identify and address issues and resolve them.
- 2 Multiple perspectives:** A team approach allows for different perspectives on the business process, which can help identify areas for improvement that may have been overlooked if one person was responsible for the project.
- 3 Shared ownership:** A team approach creates a sense of shared ownership of the business process, which can lead to increased buy-in and commitment to the project.
- 4 Better decision-making:** Collaborative decision-making ensures that all perspectives are considered, which can lead to better decisions.
- 5 Improved implementation:** A team approach ensures that everyone is on the same page when it comes to implementing the new process, which can lead to a smoother transition and more successful implementation.

## DEFINE Your Team

The Quarterback (QB): This person sees the vision but also knows the gaps in the team and the operations. They are skilled at setting priorities, deadlines, and troubleshooting when the team gets off-track.

**Our QB is:** \_\_\_\_\_

The Project Manager: This person loves to dive into new things, enjoys a deadline, and is fearless about tackling challenging projects. Ideally, they would be familiar with the business and comfortable with technology.

**Our Project Manager is:** \_\_\_\_\_

The Process Manager: This person is steady, disciplined and will stay the course long-term. They are reliable and will be comfortable with a process they can follow consistently, to drive engagement over time.

**Our Process Manager is:** \_\_\_\_\_

# ALIGN: Choose Your SME

Subject Matter Expert (SME)	Wants to Participate 1-5	Will Schedule Time 1-5	Influential 1-5	Is a Good Example 1-5	TOTAL
Janice	4	5	3	5	17
Ross	5	2	3	2	12
Phoebe	4	4	4	4	16
Joey	5	5	5	5	20
Rachel	2	1	5	3	11

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