



Creating Effective Teams: A Guide for Members and Leaders

Susan A. Wheelan

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A practical guide for building and sustaining top-performing teams

Based on the author's many years of consulting experience with teams in the public and private sectors, **Creating Effective Teams: A Guide for Members and Leaders** describes why teams are important, how they function, and what makes them productive. Susan A. Wheelan covers in depth the four stages of a team—forming, storming, norming, and performing—clearly illustrating the developmental nature of teams and describing what happens in each stage. Separate chapters are devoted to the responsibilities of team leaders and team members. Problems that occur frequently in groups are highlighted, followed by what-you-can-do sections that offer specific advice. Real-life examples and questionnaires are used throughout the book, giving readers the opportunity for self-evaluation.

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