

**Working together**

*Working collaboratively with others in order to achieve objectives. Recognising and valuing the different contributions people bring to this process.*

**Self**

|  |  |  |
| --- | --- | --- |
| Indicator | How I do/have done this | How I could start/continue to do this |
| Proactively developing productive working relationships |  |  |
| Monitoring and reviewing the  effectiveness of working  relationships |  |  |
| Interacting with others in ways that add value |  |  |
| Demonstrating that you value  differences in people |  |  |
| Having a good grasp of where your responsibility ends and that of others begins |  |  |
| Presenting own opinions and the interests of those you are  representing at meetings in a  convincing way |  |  |
| Establishing rapport to improve working relationships |  |  |
| Seeking out opportunities for  collaborative working |  |  |

**Others**

|  |  |  |
| --- | --- | --- |
| Indicator | How I do/have done this | How I could start/continue to do this |
| Co-operating willingly to support the achievement of team goals |  |  |
| Using understanding of other  people’s perspectives to help reach agreement |  |  |
| Sharing information and keeping others informed |  |  |
| Recognising and respecting the roles, responsibilities, interests and concerns of colleagues and stakeholders |  |  |
| Proposing and negotiating win-win solutions |  |  |
| Giving constructive feedback |  |  |
| Enabling and encouraging people to express their views and ask questions |  |  |
| Surfacing conflicts early so that they may be addressed |  |  |
| Ensuring that working arrangements, resources and processes respond to  different needs, abilities, values and ways of working |  |  |

**Organisation**

|  |  |  |
| --- | --- | --- |
| Indicator | How I do/have done this | How I could start/continue to do this |
| Working across boundaries to  develop relationships with  other teams |  |  |
| Challenging inappropriate or exclusive practices/behaviour |  |  |
| Reflecting organisational  values in dealing with people  and conducting business |  |  |
| Building and sustaining  collaborative relationships  with other organisations |  |  |

Examples of behaviours that may indicate a need for further development in working together:

* Interrupting when others are speaking
* ‘Guarding’ information
* Discouraging debate
* Giving priority to own personal goals
* Presenting other people’s ideas as your own