

# collaboration

**the working practice whereby individuals work together for a common purpose to achieve business benefit**



Achieving effective collaboration with your colleagues at the workplace can improve the efficiency, happiness, and productivity of your team. However, real collaboration is easier said than done.

How many times have you found it tough to work with others or been frustrated by working processes? These are symptoms of poor collaboration skills and it might be time to reconsider how well you collaborate.

## Why is collaboration in the workplace important?

### Proven benefits of good collaboration are:

- **More innovation**
- **Stronger teams**
- **Better problem solving**
- **More knowledgeable and skilled colleagues**
- **A better customer experience**
- **Stronger working relationships**

Every workplace has a team of diverse individuals with different skills, talents, and expertise. While there are many effective collaboration and communication strategies, the most successful work environments typically have some important features in common. They're places where employees feel seen, heard, and safe to share their thoughts.

## Interpersonal skills that contribute to collaboration

**Trust** People need to feel safe to give and receive genuinely constructive feedback, be inspired by a common goal, and have the tools and opportunities to connect. This can only happen in a trusting environment where employees feel like their teammates and leaders have their best interests at heart.

**Empathy** Every team member has an important part to play. Nevertheless, collaboration can break down when one or more people feel like they have it harder than everyone else or feel like other team members are trying to bring them down. The more you get to know your colleagues and understand how they work and what challenges they're dealing with, the better chance you'll have at successfully collaborating with them.

**Positivity** Just because you had a group project go poorly in the past doesn't mean that the same thing will happen again. Try to shake off any past hang-ups you might have and approach every group work situation like a new start, with an open and positive mindset.

**Accountability** Accountability is best seen in the way you show up to work. *Honesty*: Telling the truth about what you can accomplish and when, because you know that you're responsible for the results. *Being proactive*: Instead of waiting for someone else to take ownership, accountable employees are excited to solve problems and seek solutions. *Acting with integrity*: Employees do what they say they will, when they say they will.

**Clarity** It's rare for everyone on a team to be on the same page from the very beginning. It's natural for people to have their own priorities or interests. That's why *it's important to identify everybody's priorities and agendas upfront* to find a common denominator that will move the project forward.