

HR-OD Team Agreement Example



Team Name	Human Resources – Organizational Development Unit
Team Members	Anne Nowak Kara Kratowicz Emily Jamieson Jay Winston Andie Hopkins
Team Purpose	We work with key stakeholders to increase organizational health and effectiveness.
Team Goals	Our goal is to provide support to agencies and staff to help develop and organization that is: <ul style="list-style-type: none"> • Healthy • High-performing • Self-renewing • One that leads and manages change.
Team Measures	We measure our effectiveness through our work plan completion and its measures, successful solutions, customer feedback, and employee feedback.
Team Agreements <ul style="list-style-type: none"> • Behaviors: Acceptable & Unacceptable 	<div> </div> <p>We build psychological safety and accountability through the following agreements:</p> <ul style="list-style-type: none"> • Continuous Learning & Improvement • Integrity & Authenticity • Focused Collaboration • Self-Awareness & Empowerment • Private Disagreement, Public Unity
Team Communication <ul style="list-style-type: none"> • Meeting Frequencies • Type • Format 	<ul style="list-style-type: none"> • Weekly 15-minute huddle on Mondays at 8:45 am. <ul style="list-style-type: none"> ○ Kick-off the week ○ Touch base on individual priorities for the week ○ Share weekend happenings if comfortable • Weekly HR-OD Team meeting on Tuesdays at 1:00 pm. <ul style="list-style-type: none"> ○ Pre-populate agreed-upon meeting agenda ○ Come prepared