

Source: Annis, R. C., Beattie, M., & Gibson, R. (2006). Group effectiveness checklist. In: Rural Development Institute's Regional Round Table Handbook for the Community Collaboration Process (p.38). Rural Development Institute, Brandon University. Brandon Manitoba.

Group Effectiveness Checklist

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Use occasionally to check your group's effectiveness. The higher the number of "Yes's", the more effective the group will tend to be.

	Yes	No
The atmosphere tends to be informal, comfortable and relaxed.		
There is a lot of discussion in which virtually everyone participates.		
The task or objective of the group is well understood and accepted.		
The members listen to each other.		
The members are comfortable with disagreement and do not avoid conflict.		
Most decisions are reached by consensus		
Feedback is frequent, frank and relatively comfortable.		
When action is taken, clear assignments are made and accepted.		
People are free to express their feelings and ideas.		
The chairperson does not dominate the group.		
The group is self-conscious about its own operations and stops occasionally to examine it.		