Logo

Description automatically generated

Silk & Leather

Team Performance Plan

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| **Section 1**  **Team name and logo** |
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| **Section 2**  **Team members and roles** |
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| **Section 3**  **Why has the team been established? How does it fit in with the strategic objectives of Silk & Leather?** |
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| **Section 4**  **What are the main functions and duties of the team?** |
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| **Section 5**  **Develop team members tasks, team KPI’s and team goals–**  **\*For ease of understanding, an action plan type template has been provided for this section at the end of the document** |
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| **Section 6**  **Main responsibilities of the team management function including support framework for achieving team KPIs. As part of this, develop a charter of team values consisting of at least 6 points** |
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**SECTION 5 – Template**

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| **Team Member** | **Role** | **Criteria/Knowledge, Skills and Attributes (KSAs)**  *(Reason why an individual will be hired for this role – you can make assumptions)* | **Responsibility of the role** | **KPI’s individual** | **KPI’s team** |
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