

HOW IS OUR TEAM CULTURE DOING?



This worksheet helps you and your team reflect on your current team culture, identify strengths, and define first steps toward embracing greater diversity in practice.

1 SELF-ASSESSMENT

Each person marks for each statement how much it applies to your team, then you compare and discuss the results together. 1 = does not apply at all | 5 = fully applies *Note: Depending on the level of openness in the team, the answers could be viewed anonymously using Mentimeter or Kahoot.*

Different perspectives are actively invited in meetings.

We share common values that provide guidance even in disagreements.

Everyone feels safe to openly express concerns or criticism.

We recognize and celebrate the strengths that arise from differences.

We consciously adapt our communication to different needs.

We regularly reflect on our team culture and adjust it as needed.

1	2	3	4	5
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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2 REFLECTION QUESTIONS FOR THE SUBSEQUENT DIALOGUE

Take 30 minutes to answer these questions together or in small groups. *Note: The first two questions relate to the assessment above. The other four can be discussed at a different time, allowing you to engage with these questions over several sessions.*

Visible diversity:

What differences do we notice in our team at first glance?

Invisible diversity:

What differences in thinking styles, values, or experiences exist — that we may not yet be fully recognizing?

Cultural intelligence:

In which situations do we benefit from our diversity? Where do misunderstandings arise?

Team culture:

What unwritten rules shape the way we work together?

Leadership & inclusion:

How do leaders ensure that every voice is heard?

Need for action:

What specific changes or initiatives should we implement in the next three months to work more inclusively?



With this worksheet, we're getting a little taste of CQ. Have fun with it!

3 SELF-ASSESSMENT

Each person goes through the questions individually first, and then you discuss them as a team.
Note: Clear yes-no answers encourage people to take a position. Alternatively, you can use a 1–5 scale.

CQ-Drive - Motivation to engage with diversity

- Am I interested in making use of differences in the team rather than overlooking them?
- Have I experienced that being open to other ideas leads to better results?
- Do I believe our team misses opportunities when it does not genuinely embrace diversity?

Ja	Nein
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

CQ-Knowledge - Understanding differences and their impact

- Do I know the values, working styles, or communication approaches within my team?
- Do we experience misunderstandings because we lack information about others' backgrounds?
- Do I intentionally utilize the team's knowledge and experiences to make better decisions?

Ja	Nein
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

CQ-Strategy - Planning for dealing with diversity

- Do we consciously include different perspectives when making decisions?
- Are there processes in the team that support the exchange about differences?
- Do we prepare for projects or meetings that involve a high degree of cultural or professional diversity?

Ja	Nein
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

CQ-Knowledge - Knowledge about differences and their impact

- Do I consciously adapt my language or communication style to include others?
- Have I changed my behavior to avoid misunderstandings or to build bridges?
- Do we implement specific practices in our team to work more inclusively?

Ja	Nein
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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4 REFLECTION QUESTIONS FOR THE SUBSEQUENT DIALOGUE

Go deeper into reflection on the four dimensions by asking yourselves the following questions.

CQ Drive – Motivation to use diversity

- What motivates me to make use of differences in the team instead of ignoring them?
- Where have I experienced in everyday work that openness to other perspectives has paid off?
- What opportunities do we miss as a team when we don't actively embrace diversity?

CQ Knowledge – Understanding differences and their impact

- Which differences in values, ways of working, or communication are we aware of in our team?
- Where do misunderstandings arise because we lack knowledge about others' backgrounds?
- What knowledge or experiences could we intentionally bring into the team to make better decisions?

CQ Strategy – Planning with diversity

- How consciously do we plan to include different perspectives in our decisions?
- Which team rituals encourage exchange about differences, and which ones do we still need?
- How do we prepare as a team for meetings or projects that involve many different cultures or areas of expertise?

CQ Action – Adapting behavior and communication

- In which situations do I consciously adapt my language, examples, or communication style to include others?
- When was the last time I adjusted my behavior to avoid misunderstandings or build bridges?
- What concrete actions could we as a team start tomorrow to work more inclusively?