



Building and Leading Your Team

Jeff Goldberg
College of Engineering
University of Arizona
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College Values

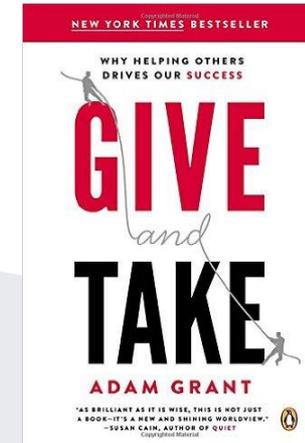
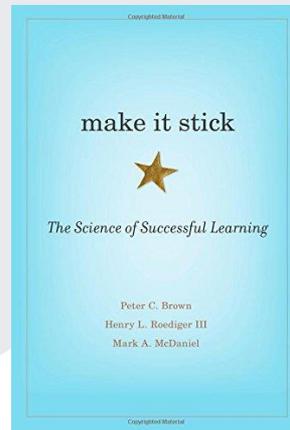
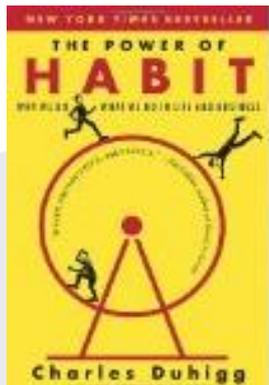
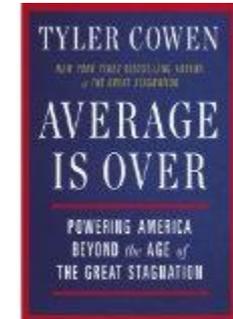
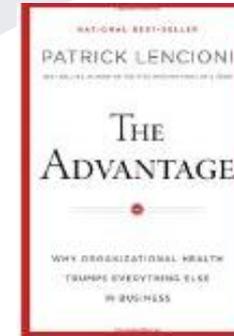
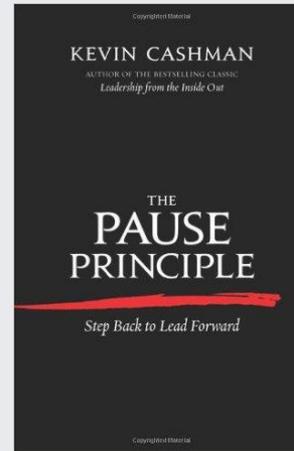
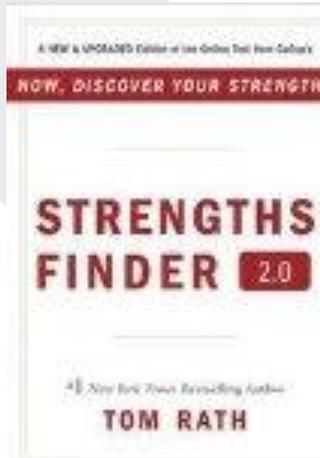


Key Tips – Team Formation

- Stick to the values and choose people on the team that believe/follow the values
- People count every \$ you spend on administration and central services – be prepared with performance metrics if you decide to expand
- Fire Fast – Hire Slow and pick your battles strategically. It is better to broaden the team than to expect people to do things they do not do well
- This is a marathon, not a sprint – the College will still be there after you are long gone



Read to Get Ideas



Key Tips – Leading the Team

- Lead based on your strengths and let others do their job. Trust the team to do their job. If you do not trust the team, then change it.
- You almost never have to respond instantly – always make sure you hear all sides of the story
- Understand when to use email and when to use voice and when to do nothing
- Understand the motivations of your team members and your upper administration. Plotting correct strategy depends on your needs and their motivations

Discussion Questions

- Do you have the right number and task assignment for your associate/assistant dean/director team?
- Do you have the right people on the bus and what do you do if the answer is “no”
- Is everyone on the bus going in the same direction – are college goals/vision in sync with department and faculty goals/vision
- You manage the College – how do you deal with faculty that want you to manage the Department as well?