

Group Task and Maintenance Roles

Task Roles

Maintenance (Relationship) Roles

<p>1. Initiating: Getting the group started on the task. Offering new suggestions, topics for discussion, plans etc.</p> <p>2. Asking for information: Drawing out the resources of the group and identifying information which needs to be found elsewhere.</p> <p>3. Giving information: or facts or sharing relevant experiences.</p> <p>4. Asking for Opinions: Good decision-making depends on knowing what all members think and feel about a suggestion.</p> <p>5. Giving opinions: Some do this too much and some too little. Sometimes a quick way to get all opinions needs to be found (e.g. round table, straw votes).</p> <p>6. Explaining: Giving practical examples to make a point clear.</p> <p>7. Clarifying: Asking a question or repeating a point in different words to make it clear to all.</p> <p>8. Summarizing: Stating briefly the main points made so far.</p> <p>9. Checking Consensus: Seeing if everyone, especially silent members agree on a point.</p> <p>10. Decision making: Suggesting a process for making decisions.</p>	<p>1. Encouraging: Being friendly, responding to and building on suggestions made by others, showing acceptance and appreciation of others and their ideas</p> <p>2. Gate-keeping: Giving a quiet person a chance to join the discussion. (e.g. John was about to say something.)</p> <p>3. Setting standards: "Shall we agree to that everybody speaks once first time around?" or "Let's try to stick to the point and avoid discussing outside situations."</p> <p>4. Diagnosing difficulties: "I think we cannot make this decision until we get more information." Or "Maybe some of us are afraid of the consequences of this decision."</p> <p>5. Expressing personal and group feelings: "I'm getting bored. This is a small point and we have spent half an hour on it."</p> <p>6. Harmonizing: Helping those in conflict to understand one another's views.</p> <p>7. Evaluating: Creating an opportunity for people to express feelings and reactions towards the working of the group.</p> <p>8. Relieving tension: By bringing it out into the open, putting a problem in a wider context, or making a well-timed joke.</p>
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