

Mission Statement Accomplished

A good definition is a sentence or short paragraph which is written by team members which reflects the core purpose, identity, values and principle business aims of the team.

Useful Hints and Tips on How to Write a Team Mission Statement

Some hints and tips on How to write a Team Statement:

- Take your time when writing a Team Statement. Its a hard but very important task, learning how to write a Mission Statement takes time! Above all it must be accurate and concise!
- Creating Team Mission Statements - Make short separate lists of the following:
 - Collection - Items, Availability, Depth
 - Services - What you do for your customers and how well you do it!
 - Technology - Your use of Technology

People involved in your organization

- Competitors - Your position in the marketplace - and your USP (Unique Selling Points)
- Suppliers, Customers, Employees
- The Community

Your Values and Philosophy

- Your Vision - future plans with aims and objectives
- Building & Developing - Pick out the most important points
- Building & Developing - Obtain input from other people
 - Remember the famous acronym:
 - **T**ogether **E**veryone **A**chieves **M**ore
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- List some positive words - power words for your Team statement
- Writing - You will now be in an excellent position and know how to write a Mission statement! Put your most important words together which must be combined in one sentence or short paragraph
- You will then have learned How to write a Team Mission Statement!