

Hybrid Team Readiness Guide

Bonus Material from *Team as Code*

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Chapter 11 of *Team as Code* makes the case: the hybrid team — humans and AI agents working side by side — isn't coming. It's here. But most companies fail at AI integration not because of technology. They fail because of organizational chaos.

This guide gives you three things: a decision flowchart for evaluating any role, prompt templates for writing AI-readable role definitions, and a quick-start guide for deploying your first AI team member.

Decision Flowchart: Can This Role Be Given to AI?

Work through these questions for any function in your organization:

1. Is the role documented with clear inputs, outputs, and quality criteria?

- **No** → Stop. Document it first. AI can't execute what isn't written down. (Use the Role Definition Template.)
- **Yes** → Continue.

2. Can you write down the exact steps to produce the output?

- **Yes, every step is deterministic** → This is an **AI-Native** candidate. Go to Step 5.
- **Mostly, but some steps require judgment** → This is an **AI-Augmented** candidate. Go to Step 4.
- **No, the process is fundamentally improvisational** → Go to Step 3.

3. Does the role require real-time empathy, political awareness, or ethical judgment?

- **Yes** → This is **Irreducibly Human**. But ask: what *administrative* tasks surround this role that AI could handle?
- **No** → Revisit Step 2. You may not have decomposed the role enough. Break it into smaller functions and re-evaluate each one.

4. For AI-Augmented roles: Which subtasks can AI handle?

- Draft generation (AI writes first version, human refines)
- Research and data gathering
- Routine analysis and reporting
- Scheduling and coordination
- Quality checks against defined criteria

→ Define the AI-handled subtasks as separate functions. Write role definitions for each.

5. **Test it.** Give the role definition to an AI agent. Evaluate the output against your quality criteria. Is it 80%+ acceptable?

- **Yes** → Deploy with human review. Reduce review over time as confidence builds.
- **No** → The role definition needs more detail. Add examples, constraints, and edge cases. Re-test.

From the book: "You might be surprised — some roles you thought required human judgment are actually well-defined enough for AI. Others you assumed were simple turn out to need more human nuance than expected. The exercise itself is valuable, regardless of whether you deploy AI immediately."

Writing AI-Readable Role Definitions

An AI agent reads the same role definition a human would. But certain elements make definitions dramatically more effective for AI execution:

Prompt Template: AI Role Definition

Role: [Name]

Purpose

[One sentence: what this role exists to achieve]

Inputs

- [What this role receives to start working]
- [Format, source, and frequency of each input]

Outputs

- [What this role produces]
- [Format, quality standard, and delivery method]

Process

1. [Step-by-step instructions]
2. [Be explicit about decisions: "If X, then Y. If Z, then escalate."]
3. [Include edge cases]

Quality Criteria

- [Measurable standards]
- [Examples of acceptable and unacceptable output]

Constraints

- [What this role must NOT do]
- [Boundaries of decision authority]
- [When to escalate to a human]

Example of Excellent Output

[A complete, realistic example showing what "done well" looks like]

The key difference for AI: Humans can infer from context. AI takes your instructions literally. If your process says "use good judgment," a human knows what you mean. An AI doesn't. Replace

vague guidance with explicit decision trees: "If the customer's request is within policy, approve. If it's outside policy but under \$50, approve and flag. If it's over \$50, escalate to a human."

Readiness Checklist

Before deploying your first AI team member:

- Role defined as a function** — inputs, outputs, quality criteria, and decision authority are explicit
- Process documented step by step** — no implicit knowledge or “ask Sarah” dependencies
- Quality criteria are measurable** — you can objectively evaluate AI output against the standard
- Example of excellent output included** — the AI has a concrete target to calibrate against
- Escalation paths defined** — the AI knows when to stop and hand off to a human
- Constraints documented** — what the AI must *not* do is as important as what it should do
- Human review process in place** — start with 100% review, reduce as confidence builds
- Feedback loop established** — when AI output is corrected, the corrections feed back into the role definition

Common Pitfalls

Pitfall 1: Bolting AI onto chaos. If your processes aren’t documented, AI amplifies the mess. Systematize first, automate second.

Pitfall 2: All-or-nothing thinking. You don’t need to replace an entire role. Start with one sub-task. AI-Augmented is often more valuable than AI-Native.

Pitfall 3: No quality gate. AI output without human review is a liability. Build review into the workflow from day one.

Pitfall 4: Static role definitions. AI capabilities evolve fast. A role classified as “Irreducibly Human” today might be “AI-Augmented” in six months. Reassess quarterly.

Pitfall 5: Forgetting the human side. When AI takes over parts of a role, the human’s job changes. Communicate what the new expectations are. The shift from *doing* to *deciding* requires different skills.

Quick-Start: Deploy Your First AI Team Member

Week 1: Pick one AI-Native function from your Three-Column Exercise. Write a complete role definition using the template above.

Week 2: Give the role definition to an AI agent (ChatGPT, Claude, or a custom agent). Run it on 5 real tasks. Score the output against your quality criteria.

Week 3: Refine the role definition based on where the AI fell short. Add examples, edge cases, and clearer constraints. Re-run on 5 more tasks.

Week 4: If output meets your quality bar, deploy with human review on every output. Track time saved and quality maintained.

Month 2+: Gradually reduce review frequency. Expand to the next function.

From the book: "When a role definition contains everything needed to produce the expected outputs — no implicit knowledge required — the work can be performed by any stateless agent, human or AI." That's the bar. When your role definition meets it, your organization is ready.