100 Day Personal Plan

Leadership Excellence Series 2013

Within the first 100 days of crafting my personal "brand" plan, I would expect to:

- **Forecast my contribution of value to the organization and its stakeholders.**
- **Communicate goals and expectations for performance.**
- **Design plans, projects and actions that directly support profitable organizational and team/individual growth.**
- **Begin implementing the plans in a measurable and visible way.**

	Assess	Plan	Execute
Pre- Launch	• Identify personal brand "promise" • Targets • Communications • Internal team assessment • Influencers	• Craft your vision • Brand "statement" • Communications channels • Feedback loops • Contribution- how will you measure success	Research: You're in Charge, Now What (Neff and Citrin) First 90 Days (Watkins) Strengths Finder (Rath) Complete 100 day "strawman"
40 Days	• Listen then act • What do you want to keep? • What do you want to change? • What do you want me to do? • What are you afraid I'll do? • Assess the team • Solidify, clarify strategy	• Speaking coaching • Culture alignment • Political landscape- influencer map • Craft strategic agenda • Assess and stage your team • Master communications plan • Prioritization matrix	• Communicate expectations in a measurable way • Speaking engagements • Image forecasting • **360 Assimilation Meeting (3rd party orchestrated)** • **Watch for culture traps**
60 Days	• Velocity (speed with direction) • Build emotional commitment • Align to the highest value initiatives • Active measurement of performance • Visible, tangible results • Watch your shadow brand	• VOC • Stakeholder communication (state of the union address) • Balanced Scorecard (a real one) • Early Success Celebrations	NextWORKS™ Creating Insight, Building Capability **All Rights Reserved** **Scott Hamilton** **Scott.Hamilton@ENPInstitute.com** **888.857.9722** **LinkedIN:** **Executive Next Practices for C-level Leaders**