



Leadership Integration Guide: Executive

Strengthening Leaders to Deliver Lasting Results:
90-120 Day Launch Program





Leadership Integration Defined:

A strategic and intentional process that positions the new leader for accelerated integration by equipping them with a success roadmap in the Functional, Cultural and Organizational leadership imperatives of a new role.

Our Comprehensive Approach

TRANSFORMATIONAL LEADERSHIP MODEL



Our Comprehensive Approach

Successful Integrations Address All Three Dimensions of a Transformational Leader

FUNCTIONAL DIMENSION

Core Skills & Experiences

How does and how will this leader and their function need to evolve in support of the organization's strategy and priorities?

CULTURAL DIMENSION

Mission, Purpose & Values

In light of the company mission, purpose and values, how can this position best model our values?

ORGANIZATIONAL DIMENSION

Leadership Competencies

What has been our leadership model and what does it need to be, especially for this position going forward?

5-Step Launch Program



Before Day 1: Pro-actively gather a current state snapshot of the organization by defining position expectations and expected contributions in Year 1; organize the integration process so as to prepare and equip the New Leader to meet and exceed the required expectations.



Days 1-30: Covering an initial series of activities aimed at building trust, understanding and fostering key relationships to cast the vision around the functional, cultural and organizational Year 1 imperatives.



Days 30-60: Provide the necessary tools to align priorities and focus the New Leader and their team on the keys to success and enterprise contribution along with building ongoing internal and external partnerships.



Days 60-90: Accelerate achievement and alignment that lead the way on key objectives, milestones and building a high performing team.



Days 90-120: Set a sustainable plan for success going forward based on the integration process and company strategy.

Leadership Integration Guide



Before Day 1: Pro-actively gather a current state snapshot of the organization by defining position expectations and expected contributions in Year 1; organize the integration process so as to prepare and equip the New Leader to meet and exceed the required expectations.

Priorities	Date
Define and Establish Shared Position Expectations	
Assessment: Guided SWOT Analysis of new role requirements with Hiring Manager and Key Stakeholders, e.g. Position Specifications document, historical strengths and weaknesses position assessment, new requirements based on company strategy, priorities and competition, etc.	
Position Expectations: Based on SWOT, Consultant meets with Hiring Manager to define position's key functional goals, along with essential cultural and organizational contributions over the first twelve months	
Final Plan: Based on above two activities, finalize Position Expectations document	
Hiring Manager and New Leader discuss Position Expectations document and Integration schedule prior to start date	
Candidate Preparation: Using Position Expectations document, Consultant guides New Leader through personal SWOT Analysis versus new role requirements and any required development effort, e.g. historical strengths, areas for development and personal support plan	
Plan and Pro-Actively Organize the Integration Process	
Consultant orients the New Leader concerning the Integration process that is being planned and obtains their feedback and input	
Designate which virtual meetings need to be attended to gather insight & gain clarity	
Consultant orients the New Leader concerning the Integration process and historical derailers	
Candidate plans early messaging to Hiring Manager, peers and team about self and aspirations	
Initial 30 day set of meetings, team-building and goal-setting sessions scheduled	
New Leader takes leadership assessment (Optional)	

Leadership Integration Guide



Days 1-30: Covering an initial series of activities aimed at building trust, understanding and fostering key relationships to cast the vision around the functional, cultural and organizational Year 1 imperatives.

Priorities	Date
Build Trust with Team and Peers	
Facilitated "Ice-Breaker" meeting with direct reports	
Initial Key Stakeholders, peers and direct report meetings, e.g. leverages Position Expectations document and standard set of questions	
Set internal support system, e.g. mentors and champions	
Build Understanding of New Role, Company and Culture	
Increase functional and industry expertise in a facilitator-led mapping activity to increase context on how this organization competes and wins	
Synthesize learning by gathering insight on key internal and external business partners	
Explore functional team performance and dynamics	
Build Relationships with Key Stakeholders and Partners	
Internal and external analysis of Key Stakeholders including board members and customers	
Design communication plan for team, peers, etc.	

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Days 30-60: Provide the necessary tools to align priorities and focus the New Leader and their team on the keys to success and enterprise contribution along with building on-going internal and external partnerships.

Priorities	Date
Align Priorities and Focus	
Facilitated alignment and gap analysis on the 90, 180, 360 day functional, cultural & organizational priorities	
Assess current state team performance and dynamics against 90 and 180 day plan and requirements	
Goal setting with reports and aligning functional priorities with company strategy	
Update Position Expectations document based on above activities	
Ensure Success with Quick Wins and Overcoming Initial Obstacles	
Narrow focus and set operational plan and early win strategy	
Define measurement system	
Address initial roadblocks and derailers; set and expedite development plan	
Design Building High Performance Team facilitated offsite for month two and administer pre-work	
Plan early messaging for vision of department and show alignment with organizational direction	

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Days 60-90: Accelerate achievement and alignment that lead the way on key objectives, milestones and building a high performing team.

Priorities	Date
Build a High Performing Team	
Conduct a facilitated Building High Performance Team offsite	
Assess team strengths, challenges and threats; analyze priorities with talent, strengths and challenges	
New Leader refines a functional, cultural and organizational development plan for their reports	
Finalize functional strategy and supporting operational plan	
Update and measure status on 90-day priorities	
Build momentum with communication strategy for early wins	

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Days 90-120: Set a sustainable plan for success going forward based on the integration process and company strategy.

Priorities	Date
Refine and Enhance	
360 Assessment: Final facilitator-led post stakeholder interviews in a one-on-one discussion setting to measure success and gauge any potential leadership missteps/derailers	
Based on 360 Assessment: Review and refine Year 1 functional team and leader development plan using team offsite assessment, evaluation of team members, priorities and norms	
New Leader: Illustrate early enterprise contribution by updating priority setting, strategy and early wins	
Revise Position Expectations document and goals in light of key learnings within the initial 90 to 120 days and set plan for organizational design moving forward	
Continue the investment, set plan for any Executive Coaching	

“ Custom designed experiences will enable a leader to integrate more rapidly. ”



Our Promise

WHEN CLIENTS **ENGAGE US TO INVEST IN LEADERS AND TEAMS**, OUR LEADERSHIP CONSULTING SERVICES ARE SUPPORTED BY THREE MAJOR COMMITMENTS OF:
INTEGRITY, RESULTS AND 100% CLIENT SATISFACTION.



INTEGRITY BASED

- 98% - of our clients said we operated with Focus, Integrity, Leadership, Service, Respect, Humility and Gratitude



RESULTS DRIVEN

- 100% - of our clients felt we “helped achieve their stated goals”
- 92% - of our clients said their project results “exceeded expectations”



SATISFACTION GUARANTEED

- 100% - of our clients said they would do business with us again
- 100% - of our clients will recommend us to others

More Information

Proactively synchronize your New Leader with a winning strategy.

Invest in a strategic process and protect your **Human Capital** today.

Contact Our Team for More Information:



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Delivering Lasting Results Through People™