# Leader OnBoarding <br> <br> A simple and effective alignment process that minimizes the <br> <br> A simple and effective alignment process that minimizes the guesswork and speeds transitions for New Leaders 

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## Month One

## Prepare

- Understand the organization's current strategy, goals and challenges
- Seek out information about operating priorities
- Begin to develop a 90day plan to learn more about your own operation


## Expectations/ Relationships

- Clarify charter with your Hiring Manager and agree on mutual expectations
- Identify key stakeholders, their priorities and expectations, and begin to form relationships
- Gather information and develop insight into the organization's performance climate/culture
- Identify Early Wins around assessing your operation and people


## Business Understanding/ Relationships

- Build relationships, networks and alliances to develop personal influence
- Size up inherited talent, map their capabilities onto top priorities
- Receive Culture Snapshot, driving deeper insight into your operation
- Form operational strategy and operating priorities
- Conduct Team Alignment Process


## Effectiveness/ Relationships

- Solidify team and team relationships
- Test hypotheses about operating priorities, strategy and goals
- Test recommended operational strategy and operating priorities with your Hiring Manager
- Receive LevelSet Early Feedback and plan effective action
- Continue to identify and align expectations, particularly those held by key stakeholders


## Months

Four - Six

## Execution/Future Effectiveness

- Make key decisions that align strategy, structure, people, processes and metrics
- Implement (and monitor) LevelSet: Early Feedback Action Plan and Team Alignment Process Commitments
- Assess performance on Early Wins and other action planning and adjust strategies and tactics as needed
- Refine your business plan

