

Leadership Development Design Ideas

Elaine Biech

Daily Experiences

Ideas for developing leaders using Daily Experiences such as job shadowing, becoming an onboarding buddy, assigning an "acting" role or project lead role

- Request stretch assignments
- Provide experience on a hiring panel
- Write standard operating procedures for individual's supervisor
- Have all leaders share their experiences of the day in one central location on SharePoint or a leaders' webpage to include learning lessons, quotes or concepts affecting leadership
- Host a leadership clinic to discuss concerns, issues, and pains of the leadership role to obtain ideas and coaching from colleagues on difficult situations
- Conduct on-the-road job shadowing: a junior person travels with a senior person; preparation includes projects related to the client and the trip. Each completes a review at the end of the trip on performance and improvements
- Chair a committee: empower junior people to chair organization-wide committees to gain experience in leadership
- Stretch by having future leaders accept an acting role in a different department
- Be sure to spread project leadership roles around, not always assigning the same "talented" person (you know they will do it well and others need a chance to learn and practice)
- Ask for hiring panel volunteers
- Provide on-the-job training to those who need to improve specific skills
- Rotate the staff meeting leader role
- Allow upcoming leaders to create meeting agendas
- Conduct 10 minute stand-up meetings at the beginning of the day as preparation or at the end of the day as close out
- Introduce a personal learning dashboard
- Go to meetings with senior level people
- Visit a field office, branch office, or headquarters to work with those with related tasks
- Spend a day with an internal customer or supplier to view the task from another perspective
- Encourage new leaders to complete self-assessments to determine what they need to develop and to create plans within the workday to learn, practice, and grow
- Have leaders conduct a review of their current team to decide how the team can learn and grow together
- Lead a change effort, focusing on integrating efforts across functions, getting everyone involved, determining what will motivate each employee, or some other focus that combines completing the task and learning new skills
- Conduct a risk analysis and devise a contingency plan on any small to medium size department project
- Conduct a self-assessment of global readiness for the leader and/or colleagues
- Review the current department or organization vision and mission and create recommendations

- Have future leaders envision what the organization will need in 5 years; identify needed competencies and gaps
- Deliver new-hire training
- Take turns leading staff meetings
- Teach others in the same or other departments, especially where there are customer/supplier relationships
- Share experiences and cross training
- Lead a Rumor-Busting session to remove doubts or quell rumors
- Find ways to use budding leaders in areas where the company is experiencing change
- Exchange job knowledge with other leaders
- Implement reverse mentoring for social media or what's important to the Y Generation
- Lead a performance management team
- Leaders work with front line
- Identify "Super Users" for a new Technology
- Create a Walk a Day in my shoes event
- Attend a budget meeting
- Use peer interviewing as a panel member for hiring boards
- Get involve in committees
- Form discussion huddles across departments
- Chair huddle meetings
- Assign a future leader to address a problem or put out a fire
- Use stories or lessons learned to launch or end meetings
- Provide public recognition to others
- Allow time for daily reflection and consider the changes, differences, and lessons learned
- Challenge them to meet a specific number of new colleagues each week
- Use lunches or coffee to learn from senior leaders or others
- Conduct leader speed dating
- Use someone as a mystery shopper
- Empower to be mini-consultants to explore organizational issues
- Find unique rewards and recognition such as "Kudos", "Mission Moment"
- Have them run daily stand-up meetings
- Assign meeting coaches. Leaders sit in with other leaders while they conduct meetings to assess them and provide feedback to them
- Introduce a way for reflection on a weekly basis
 - Ask the question did you as a leader contribute to the business. What did you do this week that accomplished the company's goal?
 - May have a peer share your reflections of what you did throughout the week
 - Utilize social media to help with reflections
- Coordinate an on-boarding mixer where new employees meet the whole company. A new person is assigned questions to learn the answers
- Use functional managers to lead training teams where they learn leadership and facilitation skills, structured coaching, and the importance of immediate feedback
- Create or purchase on-demand videos for self-paced learning
- Use a project team formed with HIPO candidates to address a key initiative for market expansion; give them a budget to go to new market (India) for 2 weeks; the team is responsible to determine if and how to enter market

- Organize regularly scheduled rotational development assignments
- Give promising leaders new projects that are challenging or where they need to overcome personal fears
- Provide opportunities to work with people outside the typical day-to-day situation
- Survey staff meetings, asking what worked well and what could be improved
- Implement "Tiny Coaching" on a daily basis
- Create opportunities for networking and group learning
- Encourage HIPOs to create a three-way team between the HIPO, the manager, and the mentor
- Be sure that leaders are leading by example
- Find natural ways for leaders to develop leaders
- Utilize social media to share new knowledge
- Start an internal blog
- Assign learning partners to transfer knowledge and to ensure accountability
- Create honorary positions such as the "XXX" Expert
- Use organizational values for selecting leaders, since they have a greater chance of ensuring corporate lives its values
- Collect ideas, success stories, and examples from both high performers and high potentials and publish them
- Use Mentor Scout, an online mentoring software found at www.notscot.com
- Create action plans developed by participants and shared with their managers and a performance coach (SME and non-SME) in the field; the SME Coach helps the participant develop the plan with five coaching sessions (some with and some without the manager)
- Implement monthly communication with a choice of 2-hour sessions, online link, YouTube videos, documents for a fast-growing company around five of the most important conversations, e.g., goals, development plan, feedback, changes in company, performance management
- Start by hiring the best candidate for the position
- Set up a meeting with a different function
- Assign up and coming leaders to define and find a role model and it may require more than one
- Encourage participant to write in a daily journal
- Roll out automated coaching online where questions are asked virtually and others respond when they can
- At the end of a leadership program, select individuals present a project to a panel of executive leaders with recommendations; gives exposure to senior execs and receive feedback while providing value to the company
- Implement a buddy system for applying learning of any course or skills learned
- Use social learning sites and collaboration tools to enhance learning
- Preceptorship programs where individuals are given a specific assignment with a mentor for support
- Require a stretch project within daily jobs
- Reverse mentoring for the first 90-days of onboarding where new hires must give feedback on where they are struggling
- Create a way to obtain feedback and learning from front-line supervisors
- Mentor outside the company such as veterans, new businesses, graduates

- Create group coaching of 5-6 people which works for low to middle management
- Find ways to bring the vision to life: from walls to halls