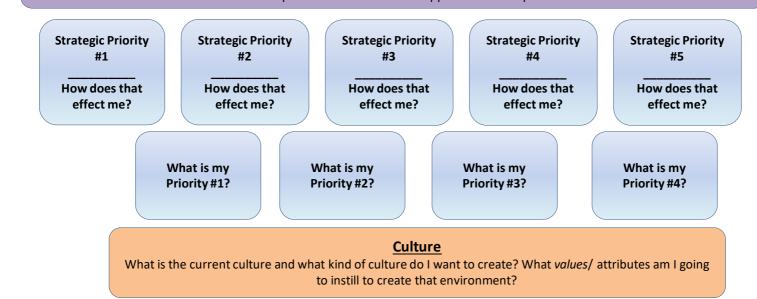
# Personal and Business Development Framework for (New) Executives

Personal Vision Statement

What is my personal mission statement? Why do I want this new position? Why was I chosen for this position? What skills, abilities and attributes did I demonstrate (or promise to demonstrate) which led to my selection? What am I going to be measured on? Why does this position exist? What is it supposed to accomplish?



**My Team Core Values** 

What are my team's values and expectations to which we all will be held *accountable*? What are the expectations we have of each other?

**Theoretical Framework** 

What is the *theoretical* / philosophical / practical / experiential framework that I will use to achieve my goals? How will I demonstrate scientific rigor to achieve consistency and predictability to my implementation process? How will I achieve credibility?

## **Key Stakeholders**

Who are my key internal and external stakeholders? What are their characteristics? What kind of meetings do I need to have with them to understand their issues and to help make them successful? Which ones do I delegate?

## **Definitions of Success**

What are the *Definitions of Success* for each my key clients and customer Segments? What do I need to do to understand their key priorities?

How do we presently measure up? How can we now exceed their expectations? How do I build my relationship with them?

## **Products and Services**

What products, services and deliverables do I need to deliver to each of my stakeholders in order to create value for them and be seen as contributing to their success? What is the present quality of each of those deliverables? How do we exceed expectations?

## **Short Term Prioritized Activities**

How do we prioritize our activities?
What are the Short Term activities for

each we need to deliver to meet those definitions of success?

## Medium Term Prioritized Activities

- How do we **prioritize** our activities?
- What are the Medium Term activities
- for each we need to deliver to meet those definitions of success?

## Long Term Prioritized Activities

- How do we prioritize our activities?
- What are the Long Term activities for each we need to deliver to meet those definitions of success?

What are the attitudes, skills and abilities that are required for my people to deliver on our promises? What are the Learning and Development Plans that will enable our people to deliver? How do we coach and mentor them so they will be successful?

**Risk Management** 

Communication Internal / External

Human Resources

Performance Evaluation / Metrics

Operationa

Tactical