

What I want my people to do. Actions & Behaviours

In our last Leadership Minute I talked about the results you are looking for from the people you lead and influence. The outcome from their efforts is the measure of their success.

- ✓ Beginning with the end in mind is about knowing where you want to end up, because only then can you clearly identify how you are going to get there.

If you completed the worksheet from the last Leadership Minute you will have identified what you want your team, and each team member, to actually achieve. The results, or outcomes, they are working towards. If not, you need to do that now, before you move forward.

Now let's take a look at the actions and behaviours that will drive the results or outcomes.

Actions and behaviours drive outcomes.

We need to focus on the actions and behaviours, so we can develop the appropriate skills in our team.

Actions and behaviours deliver results.

Let's build on the work you did on the last worksheet. You have identified what it is you want your team to achieve, so now we'll take a look at what they need to do to get those results.

The right actions and behaviours will deliver the outcomes and results.

As an example, think about a competitive athlete. The result the athlete is looking for is to win at their chosen event. That clearly is the outcome, or result, they want.

And in order to get that result, the athlete needs to work on the appropriate actions and behaviours required to deliver the result. These actions and behaviours will most likely include a specific training regime, fitness program, mental focus, diet, etc. It's these actions and behaviours that they focus on. Getting those "right" will drive the results.

As it is with your team.

You need to now identify what specific actions and behaviours each needs to work on to achieve the results they are working towards.

✓ **Take action now:**

On the worksheet you have already used to identify what it is you want your team and each individual team member to achieve (or use the worksheet on the next page), now define the specific actions and behaviours required to drive these outcomes.

WHAT I WANT MY PEOPLE TO DO ACTIONS & BEHAVIOURS

Use the table below to identify what it is you want your team, and each individual team member, to **do**. You should already have recorded (on the last worksheet) the **results and outcomes** your team and each team member are working towards. Now link specific **actions & behaviours** required for each result & outcome. That is, what needs to be done to achieve each outcome.

Leader name:	Date:
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My team: What the team wants to achieve What are the common, collective or team outcomes and results the team is working towards?	What the team needs to do What are the common, collective or team actions & behaviours the team needs to take and exhibit?
Carry over from the last worksheet.	

Team member: (name) <small>XXXXXXXXXXXX</small> What this team member wants to achieve What individual outcomes and results is this team member working towards?	What this team member needs to do What are the individual actions & behaviours this team member needs to take and exhibit?
Carry over from the last worksheet.	

Team member: (name) <small>XXXXXXXXXXXX</small> What this team member wants to achieve What individual outcomes and results is this team member working towards?	What this team member needs to do What are the individual actions & behaviours this team member needs to take and exhibit?
Carry over from the last worksheet.	

Team member: (name) <small>XXXXXXXXXXXX</small> What this team member wants to achieve What individual outcomes and results is this team member working towards?	What this team member needs to do What are the individual actions & behaviours this team member needs to take and exhibit?
Carry over from the last worksheet.	

Print more copies of this page if you need space for more team members.