



**City of Madison – Women’s Leadership Series
September 28, 2015**

LEADERSHIP AND STRATEGIC MANAGEMENT

CONSTELLATING MY SYSTEM

Icebreaker Notes:

How strongly am I viewed as a leader (by others) in my organization?

How influential am I currently in my organization?

How influential do I want to be?

Partner Discussion:

What will help me get from where I am to where I want to be?



DEVELOPING ORGANIZATIONAL AWARENESS

Draw your personal constellation



INCREASING YOUR INFLUENCE

Draw 3 circles on your paper. Think about a frustrating situation or relationship at work.

1. In the **OUTER Circle of Concern**, write down all of the things that are hard, frustrating or challenging about it.
2. Now, transfer any of those that you have some ability to do something about by writing them in **MIDDLE Circle of Influence**.
3. Then, identify those you can control, by writing in the **INNER Circle of Control**



SELLING YOURSELF AND YOUR IDEAS (NAVIGATING POWER AND POLITICS)

8 Steps to selling your ideas:

1. Start with a problem statement and your conclusions.
2. Know your idea (Like, really know it).
3. Practice.
4. Use your voice, rather than email.
5. Gain support.
6. Figure out your “So What? Now What?”
7. Don’t take rejection personally.
8. Express gratitude.

Notes:



BUILDING STRATEGIC ALLIANCES

Identify your support network:

Who are those people internally who can support you?

Externally?

What is your plan/strategy to reach out and connect with them?

How will you track your meetings and schedule intentional follow-ups?

FORWARING THE ACTION

Who or what can support you to make this positive change?

Based on what you learned today, what action do you want to commit to?



TIME TO PRACTICE!!

8 Steps to selling your ideas:

1. **Start with a problem statement and your conclusions.**

Now make it more concise:

2. **Know your idea (Like, really know it).**

Benefits

Costs

3. **Practice.**

Practice with a partner

Now practice in front of the group



4. Use your voice, rather than email.

What is your action plan for implementing?

5. Gain support.

Who do you need initial support from, before selling to a larger group and how will you get their buy-in? Share your ideas with a partner.

6. Figure out your “So What? Now What?”

What are the next steps?

Who do you need assistance from, and what do you need?

7. Don't take rejection personally.

Group discussion: Keeping emotional intelligence and conflict management in mind, how will you respond if rejected? Practice rejecting a partner's ideas.

8. Express gratitude.

Group discussion: What does genuine gratitude look like? Practice giving a partner gratitude.