

A 3+3 APPROACH TO EFFECTIVE 1:1S

Example Questions

ENHANCING PERFORMANCE (today)

Creating a plan

- Talk me through your plan
- How does your plan link to your key priorities and opportunities?
- What do you need to do to ensure your plan delivers a best ever performance?
- What's working really well and why?

Executing on Actions

- How does your current activity link to your plan?
- How are you balancing high and low value activity?
- What changes do we need to make to your current activity to transform your performance?
- What more do we need to change to create a 'high performance diary'?

Removing Barriers + Interference

- What's getting in your way? What's stopping you?
- What can we stop and remove from your diary to give you the time to do more of what matters most?
- What's not working as well as you would like? What ideas or solutions do you have to improve?

BUILDING POTENTIAL (tomorrow)

Investing in Self-Development

- Talk me through your self-development
- What have you learnt over the last month?
- How are you using this new knowledge?
- What are you doing differently?

Building Relationships + your Network

- Talk me through how you are building your network + deepening your relationships?
- Who are you learning from? (Peers/Mentors/Leaders)
- How are you using your winning circle to help your development?

Continuous Improvement

- Talk me through your last few debriefs.
- What changes have you made?
- Talk me through last week's Friday 15.