



# How to Zap the Gap between Intent and Impact

*Above all acknowledge that it exists*

## 1. Get Clear on Your Intent as a Leader

*Find some time to reflect on the following questions. You must take the questions seriously and be honest with yourself. For each person, you are responsible for, consider this:*

- ▼ *Do I care about/value (name) and want (name's) success?*
- ▼ *Do I want to be "the best" leader for (name)?*
- ▼ *Do I want the best possible working relationship with (name)?*

## 2. Share Your Intent with Your Employee/Team

*Be sure to set aside some time and do it in-person if you can. Let them know that you have been reflecting on your leadership and you wanted to share some important things with them.*

*Here are sample statements – feel free to use variations and language/words that are most comfortable for you:*

- ▼ *I wanted you to know that I care about/value you and want you to be successful.*
- ▼ *It's important to me, that I am a better (the best possible) leader for you.*
- ▼ *I would like to have the strongest possible working relationship with you.*

*Do not expect anything back from them. You just want them to know. If they have any questions, take the time to answer them. Step 3 will help answer some of the questions they may have about your intentions.*

## 3. Check-in on Employee Experience/Impact

Now that you have shared these important messages, regularly check-in with the person – with “how am I doing”...and ask if they have input, suggestions and/or feedback on how you can support their success, provide greater leadership and enhance/strengthen the working relationship.

Here are sample questions – feel free to use variations and language/words that are most comfortable for you:

*“I wanted to check in with you and see how I'm doing with my commitment(s)”*

- ▼ *I was wondering if there is anything I can do further, or differently to support your development and success?*
- ▼ *Is there anything I can do more of, or differently to be a better leader?*
- ▼ *Do you have any suggestions for me on how to strengthen our working relationship?*