



Soft skills are everything.

Habits and conversations are the way.

MAKE IT A HABIT

WHEN?

WHAT?

WHY?

WHAT IF?

HOW+?

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< Make it a habit 🔍

☰

2 TRIGGER WHEN? 3 ROUTINE WHAT?

After 1... I will... Step 1... Step 2... Step 3...

1 MOTOR WHY? I want to...

5 ENVIRONMENT WHAT IF? If... Then...

4 REINFORCEMENT HOW? I feel...

Habit Loop
Design your habit

What is your motor, or your *why*?
What really motivates you to build this habit?

Answer goes here

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< Submit

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GREAT CHANGES THROUGH LITTLE HABITS



Design your habit loop



Make it super easy and specific



Find an accountability partner



Plan regular habit checks

What are the 5 main leadership needs in your team?



Concrete instructions	Concrete and actionable feedback on tasks and responsibilities	Strong sense of connection, belonging and trust	Culture of radical candor and psychological safety
Clear expectations	Immediate positive as well as critical feedback	Continuous growth opportunities	Responsibility and ownership on certain projects/tasks
SMART goals (Specific – Measurable –Actionable – Realistic – Time-bound)	Clear processes, procedures and guidelines	Crucial conversations on mindset, behaviors, beliefs and attitudes	Visibility within and outside the organization
Access to resources and opportunities to develop new skills	Regular reviews (fast, frequent and forward) and what is working and what is not	Culture of accountability and responsibility	Access to resources; budget, people, network, time
The opportunity to use personal strengths and talents every day	Encouragement to come up with own solutions	Focus on the "Why", the "What" and "How" are delegated	Full responsibility for decision making, resources and communication
Regular check-in conversations to follow up on goal-progress	Asking for feedback in both directions	Focus on outputs (results, outcomes) in stead of controlling inputs	Strategic focus and priorities



On-the-job practice

WEEK 1 + 2*

1

**Conversation 1
+ Habit 1**

WEEK 3 + 4*

2

**Conversation 2
+ Habit 2**

WEEK 5 + 6*

3

**Conversation 3
+ Habit 3**

*If you're following webinars monthly, then focus on each sub-skill for 1 week

What leadership style matches their needs?



COMPETENCE

KNOWLEDGE & SKILLS

MOTIVATION

ATTITUDE & CONFIDENCE



S1 Directing

—

—

S2 Coaching

—

+

S3 Participating

+

—

S4 Delegating

+

+

Sub-skill 1: Detect leadership needs



Have the conversation

- 1 Describe your current leadership style.
- 2 Reflect on how your current leadership style might differ from the recommended style, based on the main needs of your team.
- 3 Discuss possible tendencies you might have to over- or under-manage your team. Ask yourself why you are over- or under-managing.

DETECT LEADERSHIP NEEDS		SKILLSGYM	
Concrete instructions	Concrete and actionable feedback on tasks and responsibilities	Strong sense of connection, belonging and trust	Culture of radical candor and psychological safety
DIRECTING S1	as well as	PARTICIPATING S3	
SMART goals (Specific - Measurable - Actionable - Realistic - Time-bound)	Clear processes, procedures and guidelines	Crucial conversations on mind, behaviors, beliefs and attitudes	Ability within and outside the organization
Access to resources and opportunities to develop new skills	Regular reviews (fast, frequent and forward) and what is working and what is not	Culture of accountability and responsibility	Access to resources; budget, people, network, time
COACHING S2	ie up with	DELEGATING S4	communication
The app strengths		Focus on outputs (results, outcomes) in stead of controlling inputs	Strategic focus and priorities
Regular check-in conversations to follow up on goal-progress	Asking for feedback in both directions		



What do you need from me?

When delegating a task or responsibility, ask others whether they need more or less support from you.

Scale Soft Skills Mastery In Your Organization

- ✓ **50 on-demand webinars, scheduled monthly**
- ✓ **For managers and their teams**
- ✓ **Includes 150 habits and conversations**





1% better every day.



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