

BUILDING A CULTURE OF TRUST AND ACCOUNTABILITY

- 1 Did I give them clear expectations? Did I ask them to summarize the important pieces, and did we align on how they'll achieve it?
- 2 Is it clear that this is a commitment? Do we have clear, measurable, objective targets, deadlines and weekly milestones?
- 3 Does the person have the skills to meet the expectations? How can they acquire what's missing?
- 4 What resources will they need? How can I support them to make sure they are set up for success?
- 5 How will I give clear, honest ongoing feedback? What will we do if targets slip?
- 6 Am I letting go and following the 85% rule?
- 7 How will we celebrate when the work is complete?