

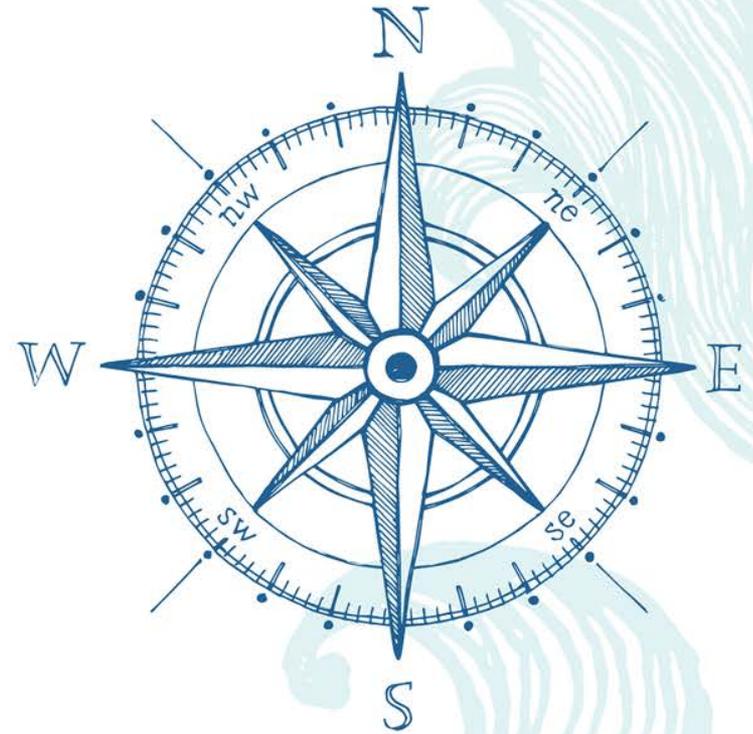
## Collaboratively Manage People: Building the Organization of the Future

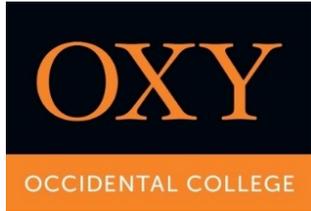
- What are the two goals of every manager?
- What are the four most important management behaviors?
- What are the four steps for successful coaching?
- What are the three elements of a complete delegation?



# BUILDING COLLABORATIVE COMMUNITIES

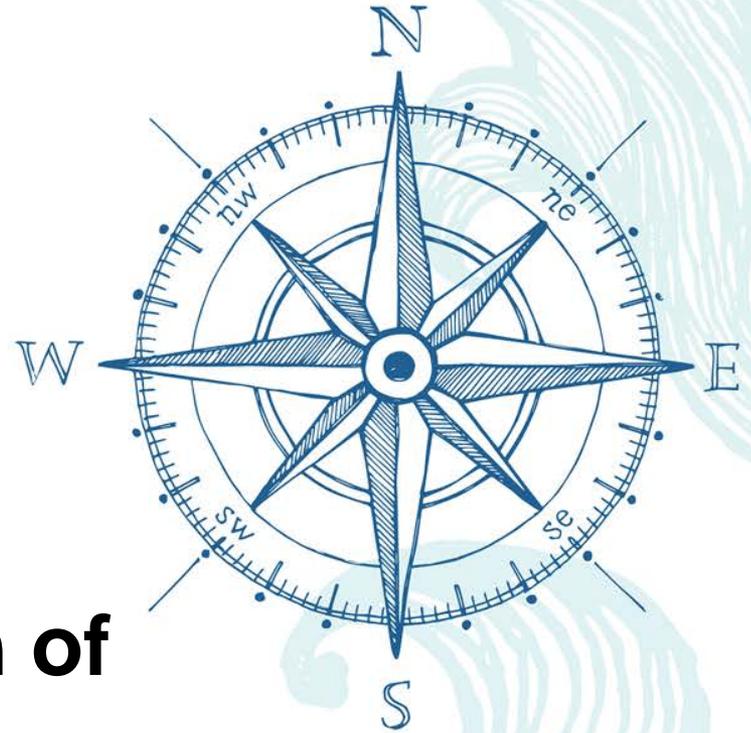
NAVIGATING CHALLENGES, CHARTING INNOVATIONS





# Collaboratively Manage People: Building the Organization of the Future

Tom Polansky, Director of Facilities Management  
Occidental College

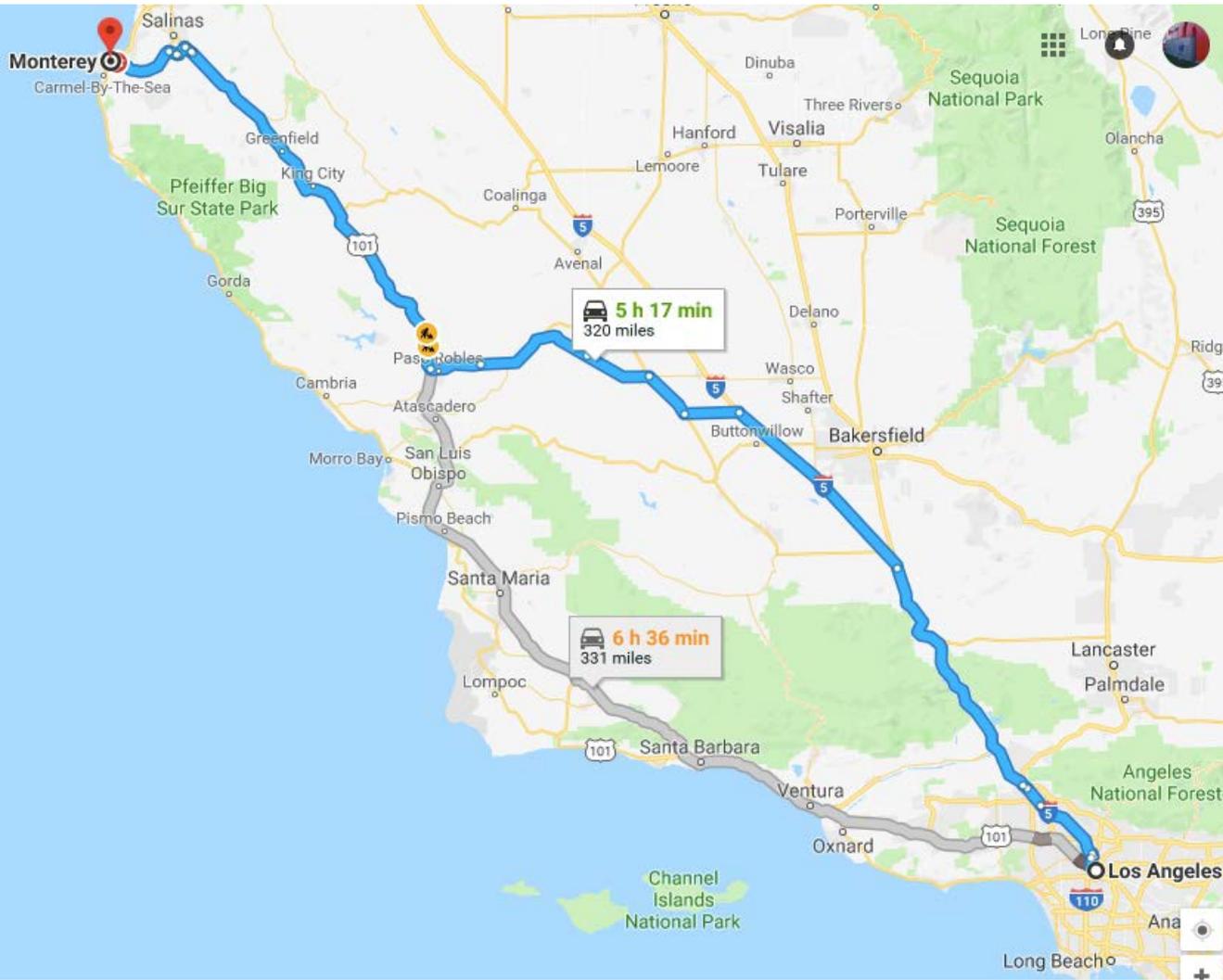


Get Results

Keep Good People

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## Get Results

- One on Ones
- Feedback
- Coaching
- Delegation

## Keep Good People



Get Results

Keep Good People

## One on Ones

- Weekly
- 30 minutes
- First them, then you, then the future





Get Results

Keep Good People

## Feedback

- Frequent
- Proximate
- Fast



Get Results

Keep Good People

## Feedback Exercise

1) When you do \_\_\_\_\_, here's what happens:  
\_\_\_\_\_.

2) Can you keep doing that?

**OR**

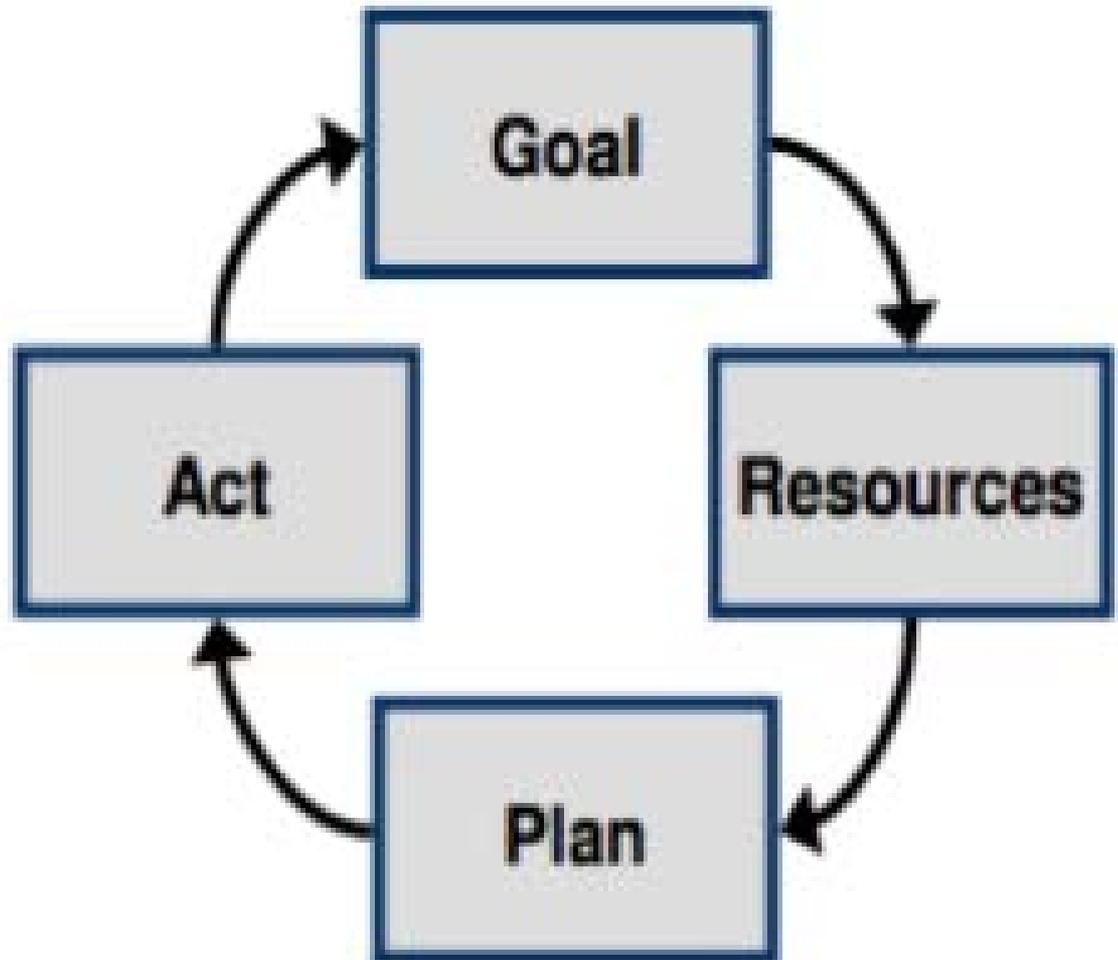
Can you do it differently next time?



Get Results

Keep Good People

## Coaching



Get Results

Keep Good People

## Coaching

1. The Purpose of Coaching is Encouraging Improved Effectiveness
2. Coaching is Necessary For Today's Discontinuous Business Environment

See: [www.manager-tools.com](http://www.manager-tools.com)

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Get Results

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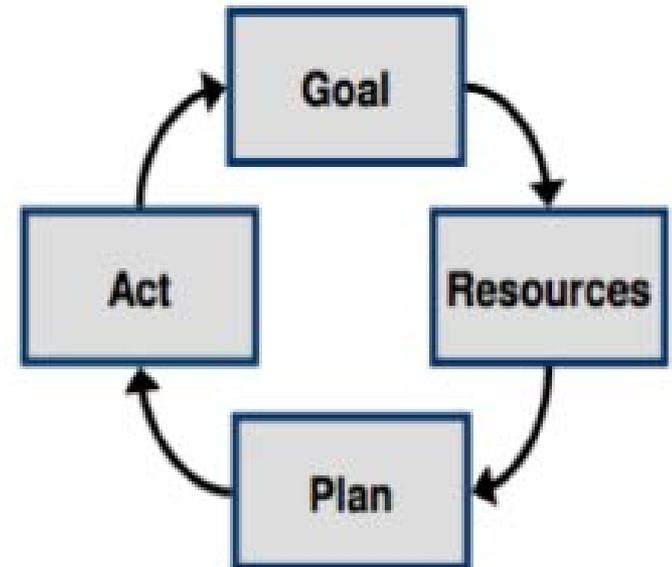
## Coaching Exercise

Step 1 – Collaborate To Set A Goal

Step 2 – Collaborate To Brainstorm Resources

Step 3 – Collaborate To Create a Plan

Step 4 – The Direct Acts And Reports  
On The Plan



Get Results

Keep Good People

## Delegation

- What
- When
- How to report back to you that it's done



Get Results

Keep Good People

## Delegation Exercise

- Please complete \_\_\_\_\_ by \_\_\_\_\_ ,  
and let me know it's done via \_\_\_\_\_ .



## Get Results

- One on Ones
- Feedback
- Coaching
- Delegation

## Keep Good People



# Please fill out session evaluation using Guidebook.

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