

# Leadership Forum

## What is a Leadership Forum?

The meetings structure in an organisation is usually based on departmental teams. Typically the Executive Team hold meetings as a group and then individually hold Team Meetings with their next tier managers along functional lines. The whole group of senior managers may, if they are lucky, meet together once a year at a conference. A Leadership Forum brings this entire group together on a regular basis. This provides the opportunity to do work together, to prevent silo working and to develop a consistent approach to leading and running the organisation.

## Who attends?

- 'The boss' - Managing Director or Chief Executive
- All direct reports to the boss
- All their direct reports
- Any other leaders of large teams or key organisational players

## The thinking behind and purpose of a Leadership Forum

- It gives the Chief Executive direct access to the Next Tier Down - a level they would normally only have limited direct access to
- It allows the Corporate Brain to collectively interact with the Next Tier Down
- It is an opportunity to develop alignment and consistency of an organisation's leaders - it brings together the senior leaders in one group so that everybody hears and develops one message and approach
- It is a structural way of living the message of inter-departmental cooperation
- It is not about departmental presentations, nor is it a roadshow, it is a participative way to steer and lead on key issues for the organisation
- It should be integrated into the Annual Corporate Planning Process. This provides the opportunity for all of the senior leadership population to make their input to, review and develop organisational strategy.
- It is an opportunity to brief in and obtain feedback on key developments and projects
- It can be used to do Real Work on key issues and projects
- It can provide the first stage of the organisational team brief
- It provides the opportunity to listen to interesting speakers
- It provides the ideal setting for reviewing Staff Survey results, then identifying and progressing areas for improvement

## **Typical duration**

Duration can be from half-a-day to a whole day depending on what needs to be done.

## **Frequency**

- Suggested frequency is every 3 or 4 months
- Additional meetings can be held when major change is occurring
- One meeting per year should be devoted to Strategy Review
- There is an option for an annual overnight meeting as part of the programme

## **The role of the UIC**

The UIC has extensive experience of helping to set up and run the Leadership Forum in a wide variety of organisations, both large and small.

Firstly we sit down with the leader of the organisation to identify current issues and priorities and then plan the structure of the day. We design each session and suggest suitable tools and techniques. On the day itself, we will facilitate, working closely with the leader. Afterwards, we'll sit down again and review the day.

## **Use your own Facilitators**

If we have trained Facilitators in your organisation, we can provide additional training so that they can carry out this type of assignment for you.

