



## The Leadership Team: Missions and Goals

When leaders recruit potential Leadership Team members, it is essential that the purpose and expectations of the team’s work are clearly articulated. Team leaders need to communicate to each member the reasons their participation is vital, emphasizing this is not just an obligatory meeting during which team members “go through the motions” and check off the requisite tasks, but instead, a meeting where everyone understands the important role their participation plays toward achieving the outcomes of each meeting. This is vital if team members are to feel valued and have meaningful engagement.

### ***Common Goal***

- ◆ What changes are team members asked to work toward?
- ◆ What are the expected outcomes from working together?

### ***Need for Openness***

- ◆ How will team members be encouraged and supported to share their own experiences and expertise?
- ◆ How will team members be encouraged and supported to welcome and accept the experiences and expertise of fellow team members, especially when they are different from their own?

### ***Time Commitment***

- ◆ How often will the team meet and for how long?
- ◆ Are team members being asked for a short-term commitment to determine and prioritize actionable root causes, or for a longer-term commitment requiring them to participate in the development and implementation of an action plan?
- ◆ How will leadership ensure that team members have sufficient time and capacity to attend meetings, engage in preparation activities and complete tasks between meetings?

### ***Preparation Expectation***

- ◆ How will team members be supported with requests for preparation (e.g. asking them to review information from provided resources prior to the first meeting or about the success gaps to be discussed)?

Adapted from: O’Hara, N., Munk, T.E., Reynolds, H., and Collins, T. (2021, August). *Success Gaps Toolkit: Addressing Equity, Inclusion, and Opportunity*. IDEA Data Center. Rockville, MD: Westat.