

FIRST 30 DAYS PLAN FOR NEW LEADERS

Congratulations! You've been promoted to leadership. You're now a Manager, Supervisor, etc. Now what? The next 30 days are vital to succeeding. Use this resource to set yourself up for success in the next 30 days.

DEFINE EXPECTATIONS

Set the tone with your team. Begin by introducing yourself as a leader. Explain who you are, how you operate, your communication style and your expectations.



1 ON 1 COMMUNICATION

Get to know your team. Ask them what they expect of you. How do they want to be led? Listen to what they have to say, and what they don't tell you. You can't make a second first impression.

EVALUATE WHAT YOU HAVE

Consider your first 30 days as an evaluation period. You need to assess what you have inherited, determining what's working and more importantly, what's not. Tough decisions may be coming soon, but not yet.



GET SOME QUICK WINS

All eyes are on you. Everyone is watching you, whether you know it or not. You need to prove your value and establish credibility. Get some quick wins to start building momentum and trust. You're going to need it.

MAKE DECISIONS

After evaluating the team, some decisions might become evident. Resist the urge to do anything drastic in your first 30 days, but be the leader who steers the strategy and shows vision. Your team will appreciate it.

