

Tools and templates



How to support staff who are on leadership programmes

Once you've engaged an employee and encouraged them to join a leadership programme, keeping them motivated needs to be a high priority as:

- Completing their leadership programme will benefit your company
- Regular contact promotes an open and encouraging working relationship
- You'll be able to assist them with skill gaps quickly and effectively

Keeping employees motivated

After starting an employee on a leadership programme, you need to keep them motivated. Scheduling regular check ins and establishing some key activities for the employee to carry out will help them stay on track:

Check in questions:

- How have you been getting on since we last spoke?
- How have you been finding the tasks?
- Do you have enough time to complete your tasks?
- Is there anything I can do to help you through the programme?
- Are there any assets you need to help you?
- What activities would you find beneficial for your development?
- Can you reflect upon what you've learnt and how you've used it already?
- Has this made you think differently about where you'd like your place in the company to be?

Activity suggestions:

- Introduce a self-reflection session to talk about successes, failures, strengths and weaknesses
- Encourage pairing with another colleague who has more experience in a chosen area
- Schedule a short presentation or sharing session lead by the employee to spread new learnings with the team
- Suggest reading lists that relate to their career path, either directly or indirectly
- Encourage team building exercises and games, such as Team of Two and the Marshmallow Challenge
- Involve the employee in the mentoring or training of a new teammate or colleague