

Action plan



Creating a roadmap to evolve as a leader

It might seem like successful business people have a natural talent, but scratch beneath the surface and you'll find they have all invested a considerable amount of time in self-improvement. Creating a roadmap for your evolution is a great way to make sure you develop the capabilities you need, when you need them.

- **Effort:** Medium
- **Impact:** High

Actions:

Figure out what skills gaps you have – and what you're going to need at the next stage of your business.

- **Impact:** Medium
- **Suggested duration:** 7 days
- **Why this will help:** Completing a skills gap analysis will help you identify the skills you need to work on and any skills you'll need to develop to support your business in the near future.

Look for skills gaps in the management team and assess how this is likely to change.

- **Impact:** Medium
- **Suggested duration:** 7 days
- **Why this will help:** Your role in the management team will evolve over time, particularly as you bring in specialist expertise, such as a HR manager. Figuring out what skills you will need at different points shows what you need to do to evolve.

Develop a clear sense of what you want the business to achieve and how your role will evolve as you move towards that goal.

- **Impact:** Medium
- **Suggested duration:** 14 days
- **Why this will help:** Business owners are likely to have a vision of where they want the business to be in three, five or ten years time. Thinking about what the leadership role will look like at that point is a good way to see where your evolution needs to head.

Action plan



Align the steps you need to take with the company's financial forecasts.

- **Impact:** Medium
- **Suggested duration:** 7 days
- **Why this will help:** The complexity of a business and the role of its leader are closely tied to financial performance. Aligning the steps you're going to take with the milestones you have in your forecast gives you a more accurate timetable.

Turn the points you've identified into a clear roadmap, which identifies exactly what's needed at each stage, and then book specific time in your diary to work through it.

- **Impact:** Medium
- **Suggested duration:** 14 days
- **Why this will help:** You should have a good idea of how your role needs to evolve to meet the immediate and future needs of the company. Now's the time to identify what training or support you need to address each of those points.

How will I know if my action plan is working?

Way to measure success

Number of steps completed in roadmap.

Why this metric?

If you're completing steps on your roadmap, it's likely you've properly embedded the habit of continual improvement.

How do I start tracking?

Revisit your roadmap every quarter and check what you've made progress on.