

FireFly's Sample Strategic Alignment Agenda

Session Deliverables:

- Reach agreement on what success looks like on 12/31/20 and the forces working for and against our success.
- Identify 3 strategic priority areas of focus and how we will measure success.
- Develop a road map for the next 6 months with clear deliverables and accountabilities.
- Identify key decisions the leadership team will need to make and reach agreement on the processes it will use.

Participant Preparation:

To ensure we are fully prepared for productive discussion and tangible outcomes, please think about and come prepared to share your point of view on...

- How would you describe success on 12/31/20?
- What are the forces working for and against our accomplishing that?
- Given that, what are the 3 key areas we need to focus our efforts in the coming 6 months?

WHEN	WHAT
90 minutes	<ul style="list-style-type: none"> ❖ Review session deliverables, agenda, and ground rules. ❖ Reach agreement on our picture of success on 12/31/20. ❖ Identify the forces working for and against our success.
90 minutes	<ul style="list-style-type: none"> ❖ Determine top 3 strategic priority areas of focus for the next 6 months. ❖ Gain alignment on what success looks on 12/31/20 for each priority area and how we will measure it.
60 minutes	<i>Lunch Break</i>
90 minutes	<ul style="list-style-type: none"> ❖ Develop our 6-month road map with major milestones, due dates, and accountabilities. ❖ Finalize processes for monitoring progress on the plan and course correcting.
60 minutes	<ul style="list-style-type: none"> ❖ Review and refine team processes – such as meetings and decision making. ❖ Reconfirm commitments and next steps. ❖ Share highlights and key learnings from the day.

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